

Sakshi Diwedi

Pre Primary Teacher

Phone: +91-9555580627

Email: diwedisakshi16@gmail.com

CAREER OBJECTIVE

To Obtain a **Pre Primary Teacher** position where I can utilize my knowledge of advanced teaching methods such as team learning and e-learning .Develop and promote creativity and high-order thinking skills that increase the performance of the students and effective communication skills to support the growth and development of children.

Technical skills

- Microsoft Office (Word, Excel & Power point)

Professional Summary

- Participates in all the training.
- Maintains required reports and records for every child.
- Implementing curriculum and given planner with guided activities.
- Nurturing healthy curiosity in learners.
- Creating meaningful learning experiences.
- Leveraging technology to support learning.
- Adapt teaching methods and instructional materials to meet child's various needs.
- Researching learning strategies.

Work Experience

School Name : T.N.Educational Academy, Deoria

Role:- Pre Primary Teacher

Duration: March 2022 to March 2024

Role & Responsibilities:

- Create activities that are fun and educational for the children.
- Educating children about fundamental concepts, such as colors, letters, numbers, and shapes.
- Encouraging social interactions between children and improving their self-esteem.
- Engaging in creative methods of learning, such as arts and crafts, supervised play, and storytelling.
- Planning comprehensive curriculum to address early childhood development needs.
- Instilling a sense of order and discipline in the classroom.
- Monitoring free time on the playground.
- Ensuring the classroom is a clean, safe, and organized environment.
- Preparing for lessons by gathering materials and setting up workstations.
- Communicating with parents to better understand the children's home lives and psyches.

- Writing up reports for parents on each child's developmental progress.

Private Tutor (Self employed)

Duration: March 2010 to March 2015

Role & Responsibilities:

- Adapt teaching methods to meet students' varying needs, abilities, and interests.
- Observe students and determine qualifications, limitations, abilities, interests.
- Determine progress and improvement.
- Prepare objectives and outlines for courses of study.

Education

Post Graduate Diploma in Pre Primary Teachers Training)

Asian College of Teachers	Pursuing-2024-2025
---------------------------	--------------------

Bachelor of Art (Computer Application, Hindi,)

DDU	Completed, August 2009
Gorakhpur , Uttar Pradesh	Marks 55 %

Intermediate, Science

SBSIC	Completed, March 2005
UP Board Gorakhpur, Uttar Pradesh	Marks 71.4%

High School, Science

Bihar Board	Completed, March 2003
Patna	Marks 51 %

Personal Information

Father's Name	Late Ashok Dubey
Gender	Female
Marital Status	Married
Nationality	Indian

Communication Address

#1, 3rd Cross , Kavery Layout, Sonnenahalli Main Road, Kodigehhali, Post- Kadugodi , Bangalore- 560067

Declaration

I, Sakshi Diwedi, hereby declare that the information contained here is true and correct to the best of my knowledge and belief.