

RUPALI MANDAL

English Teacher CV

AREAS OF EXPERTISE

Examination
Lesson Planning
Grammar Instruction
IT Skills
Team Work
Health & Safety
Working with Children

CAREER STATEMENT

"I feel that my greatest strengths are my ability to understand and meet the needs of individual children and families. Having a clear understanding of the importance of confidentiality and being able to provide a stimulating, caring and consistent environment for pupils."

Rupali Mandal

PERSONAL SUMMARY

An articulated qualified English Teacher who is able to efficiently communicate with students from diverse backgrounds or varying degrees of ability to teach, motivate and direct student to maximum performance by encouraging a positive and energetic environment

Fully conversant with the English Curriculum across key stages and experience of exploiting technology in the classroom to make the most of the learning experience. Presently looking for a English teaching position with a progressive school

CAREER HISTORY

DAVARA INTERNATIONAL SCHOOL – RAIPUR (C.G)

ENGLISH TEACHER CURRENTLY WORKING

Teaching Students how to read, write and speak English in a group and successful comprehensive. Providing a classroom presence and feels them to lean towards learning. Taking personality development classes to enhance student confidence and self-motivation power.

Duties:

- ✦ Teaching English Language from middle Level
- ✦ Helping pupils to familiarize with the grammar in an easy method.
- ✦ Tailoring English teaching methods to suit the needs of individual students.
- ✦ Planning, preparing and delivering lessons to a range of English Classes
- ✦ Taking Personality development classes as an added advantage, and focus them for English speaking in day to day life.
- ✦ Learn them to make a good citizen by giving sanskar lesson and self-grooming lesson as an added activity.
- ✦ Administrating and monitoring class test.
- ✦ Preparing Coursework for students and the Class.

SHREE KRISHNA INTERNATIONAL SCHOOL – BHUBANESWAR (ODISHA)

ENGLISH TEACHER JUNE 2015 – 2016

Teaching Students how to read, write and speak English in a group and successful comprehensive. Providing a classroom presence and feels them to lean towards learning. Enhance student's ability to learn and make them a good citizen by teaching ethics of living.

Duties:

- ✦ Teaching English Language from middle Level
- ✦ Helping pupils to define and identify different types of verbs.
- ✦ Tailoring English teaching methods to suit the needs of individual students.
- ✦ Planning, preparing and delivering lessons to a range of English Classes
- ✦ Conducting up to 4-5 classes in a day including extra-curricular activity
- ✦ Recording and monitoring a student's attendance & their study pattern.
- ✦ Marking work and giving appropriate feedback to pupils.
- ✦ Administrating and monitoring class test.
- ✦ Preparing Coursework for students and the Class.

PERSONAL SKILLS

An eye of detail
Excellent communicator
Tactful & articulate
Problem solving
Excellent organisational skills
Personality developer

EXTRA SKILLS

Dance
Singing- 3 Years Diploma in Vocal Music
Craftwork

REFERENCES

Available on request

PERSONAL DETAILS

Rupali Mandal
MIG-136, Block-6
Himalayan Heights
In front of Jain Public School
Deopuri, Raipur
Chhattisgarh
M: 7008896466
E: rup4moni@gmail.com

ST. JOSEPH'S CONVENT ENGLISH MEDIUM SCHOOL – BILASPUR (C.G)

ENGLISH TEACHER APRIL 2011 – 2015

Teaching Students how to read, write and speak English in a large and successful comprehensive .Providing a classroom presence and contributing to the positive ethos of the school. Putting students first by demonstrating energy, Vision and creativity.

Duties:

- ✦ Teaching English Language and literature from Entry Level
- ✦ Helping pupils to define and identify different types of verbs.
- ✦ Tailoring English teaching methods to suit the needs of individual students.
- ✦ Planning, preparing and delivering lessons to a range of English Classes
- ✦ Conducting up to 5 classes in a day
- ✦ Recording and monitoring a student's attendance.
- ✦ Marking work and giving appropriate feedback to pupils.
- ✦ Devising and writing new curriculum materials.
- ✦ Preparing pupils for external examinations, such as talent hunt etc.
- ✦ Managing pupils' behaviour in the classroom and on school premises.
- ✦ Administering and monitoring Examinations.
- ✦ Preparing Coursework for students and the Class.

SHREE RAVATPURA SARKAR ACADEMY – BILASPUR (C.G)

ENGLISH TEACHER JULY 2010- MARCH 2011

Creating a classroom atmosphere which is comfortable which is comfortable and at the same time stimulating, thereby helping students to grasp grammar and furthering their knowledge of literature.

Duties:

- ✦ Helping pupils to improve their conversational English.
- ✦ Taught special education need (SEN) and small low ability groups.
- ✦ Putting up displays in the classroom
- ✦ Keeping parents and carers updated about their child's progress.
- ✦ Organising school events
- ✦ Arranging homework for school children's.
- ✦ Stressing the importance of context to language learning.

KEY COMPETENCE AND SKILLS

Teaching skills and Personal attributes

- Discussing course objectives, expectations & homework policies with pupils
- Breaking classrooms down into smaller more manageable groups.
- Focusing on teaching basic verb identification.
- Able to communicate efficiently both verbally and in writing.
- Flexible and adaptable.
- Considerate and patient.
- Enjoy working with children and young people.
- Can involve and inspire students from all levels.
- Can form quick and productive relationships with pupils and staff's.
- Able to stay calm in all situations.
- Can assimilate within a department and school quickly and efficiently.

PROFFESIONAL

- Able to use computer-assisted educational resources.
- Researching new topic of areas and maintaining up-to-date subject knowledge.
- Able to teach vulnerable and sometimes challenging students.
- A committed and organised professional.
- Experience of the independent sector of teaching.
- Fully aware of diversity and cultural issues.
- Able to teach across all key stages.
- Contacting parents and outside agencies to resolve a pupil's problems.

ACADEMIC QUALIFICATIONS

AADARSH MAHAVIDHYALAYA, RAIPUR (C.G) Batch 2018 – 2020

(Pt. Ravi Shankar Shukla University, Raipur C.G.)

- 4TH Semester in Bachelor of Education (Social Science in English)

DWARIKA PRASAD VIPRA COLLEGE, BILASPUR (C.G) 2009 – 2012

(Guru Ghasidas University, Bilaspur, C.G.)

- B.A (English Literature, Political Science, History etc.)

S.E.C RAILWAY MIXED HR SEC SCHOOL, BILASPUR (C.G)

(Central Board of Secondary Education, New Delhi)

- All India Senior Certificate Examination - 2008-2009
- All India Secondary School Examination – 2006-2007

Date:

(Rupali Mandal)