

RESUME

Mrs. Jayashree Isaacs



Email- jayashreeisaacs17@gmail.com Mobile- 9399040364, 7709156577

Academic World School

Block A/310

NH-12A, Village Lollesara

Dist. Bemetara

491335 Chhattisgarh India.

Objective

My objective is to look forward to associate myself with an esteemed Education Organization ,where there is an opportunity to encourage creativity and higher-order thinking in a way that increases student performance and have the privilege to share, contribute and upgrade myself to the best of my knowledge and to edify the students and the organization as well.

Experience Detail

I have an experience of over two decades serving as an Primary , Middle school English teacher and also in Administrative work in reputed School in Maharashtra and Chhattisgarh.

Present Employment

Working since 6 years in “Academic World School” as a Middle School English Teacher from 20th March 2015 to till date in Bemetara, Chhattisgarh. (Residential School)

Core Competencies

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| - Parental Communication | - Curriculum Development | - Lesson Planning |
| - Assignment Supervision | - Classroom Facilitation | - Activity Devising |
| - Cognitive Development | -Progress charting | - Portfolio Records |
| - Learning Disability support | -Remedial Coaching | - Note bookChecking |

Roles and Responsibilities & Notable Accomplishment

- Teaching English Subject for Grade 5 -7
- Exam Cell In charge (Middle School) 3years
- Co-ordinator of Co-Curricular Activities (Middle School)
- In charge -House Mistress
- Primary Co-ordinator 7 years
- Assisted in Administrative work.
- Assembly Co-ordinator for grade 3-8 (Middle School)
- In charge of Discipline (Middle School)
- Supervised and In charge various Olympiad Exam
- Monitor each student's progress and ensure discipline at all time.
- Evaluate academic achievement and provide extra coaching to lacking students.
- Confer with parents to provide progress feedback and make suggestions for improvement.

- Grading and checking assignments and constantly encouraging students to grow, learn and improve.
- Keeping accurate students report cards as well as attendance and discipline records.
- Modify lesson plans to heighten learning.
- Collaborate with staff and parents to improve the quality of student outcomes and achieve objectives.
- Currently using digital technology for teaching in classes
- Supervising all school personnel.
- Formulating and implementing programs, curriculum activities, policies, and budgets in a manner that improves the educational development prospects of each student .
- promote the professional development of all teachers.
- Identifying the annual objectives for the instructional, athletic, and extracurricular programs of the school.
- Evaluating progress of the students and supervising and apprising the performance of the teacher.

Past Employment

Worked in “BJM Carmel Academy” as a PRT (English) from June10, 1999 to March 20, 2015 in Chandrapur, Maharashtra. (16 Yrs)

Soft Skills

- Communication skills , integrity
- Empathy
- Time management
- Cultural awareness
- Team work capability
- Patience, Positive attitude
- Work Ethics
- Creativity
- Seeks new challenges
- Courteous

Technical Skills

- **Certificate of Typing speed 30 w.p.m. from Manjusha Typing Institute, Nagpur.**
- **Certificate of Excellence in Technology-enabled Teaching from Pearson Digi Class**
- **Appreciation Certificate – SOF International English Olympiad**
- **Certificate of IELTS – International English Language Testing Skills**
- **Certificate of Workshop on Effective Teaching in School.**
- **Certificate on Professional Development & Capacity Building of Teachers on Responsive Classroom.**

Education

- **B.Ed. in year 2012 from Rashtrasant Tukadoji Maharaj Nagpur University, Maharashtra**
- **Montessory Certificate Course in year 2000 from Saibaba Institute, Chandrapur, Maharashtra**
- **B.Com. in year 1994 from Rashtrasant Tukadoji Maharaj Nagpur University, Maharashtra**
- **M.Com II year could not complete year due to some personal issue.**
- **H.S.C. in year 1991 from Maharashtra State Board, St. Joseph Convent, Nagpur, Maharashtra**
- **S.S.C. in year 1989 from Maharashtra State Board, Mount Carmel School, Nagpur, Maharashtra**

Personal Details

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| • Father's Name | Late Mr. Victor Peter Damley |
| • Marital Status | Married. |
| • Date of Birth | November17, 1971 |
| • Nationality | Indian. |
| • Religion | Christian |
| • Proficiency in Language | English, Hindi, Marathi |

Hobbies

Reading, Cooking, Listening to spiritual music, Gardening.

Declaration

I declare that the above piece of information is true to the best of my knowledge in all the respect.

Professional References:-

Ms. Jaya Agrawal
So.Studies Teacher
Academic World School

Ms.Rita Rani Patnaik
English Teacher
Academic World School

