

RESUME

RACHNA DEVI

5 Years of Teaching Experience in Schools & College

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OBJECTIVE

To become an integral part of a reputed educational institute and play the role of a teacher as effectively possible. I am looking for new opportunities where I can utilize my previous experience and build upon while providing education to young minds.

PROFESSIONAL EXPERIENCE

1. **Organization: CIC Gupta Institute, Pinjore**
Designation: Lecturer for NEET Students
Duration: March 2019 to 31 July 2020
2. **Organization: Amardeep Singh Shergill Memorial College, Mukandpur, Punjab(A constituent college of G.N.D.U. Amritsar)**
Designation: Assistant Professor for B.Sc Department
Duration: August 2012 to April 2018

EDUCATIONAL QUALIFICATIONS

1. **Masters of Science from Punjab University, Chandigarh**
Area of Specialization: Zoology
Year: 2012
2. **Bachelors from Himachal Pradesh University, Shimla**
Area of Specialization: B.Ed.
Year: 2010
3. **Bachelors from Himachal Pradesh University, Shimla**
Area of Specialization B.Sc. (Medical)
Year: 2009
4. **Intermediate Himachal Pradesh Board of Secondary Education**
Year: 2006
5. **Matriculation- Himachal Pradesh Board of Secondary Education**
Year: 2004

SKILLS

- Planning and presenting suitable learning experiences for all students
- Documenting tools used for biology concept demonstrations
- Grading and administering classroom tests and assignments in the Biology class
- Participating in meetings and perform on staff committees as needed
- Monitoring student's laboratory work
- Conducting course assessment tests
- Designing curricular and non-curricular tests
- Arranging practical work sessions at the laboratory
- Guiding students on the procedures of performing specific experiments

STRENGTHS

- Excellent knowledge of theories and concepts of Biology
- Good interpersonal skills
- Good communication skills
- Excellent relationship builder
- Keen observer
- Proficient with Microsoft office

PERSONAL DETAILS:

Name: Rachna Devi

Father's Name: Sh. Ramesh Chand

Husband's Name: Mr. Amit Chauhan

Date of Birth: 26th July 1989

Marital Status: Married

Permanent Address: Village Bhadru, PO Kanjian, Tehsil Bhoranj, District Hamirpur, Himachal Pradesh - 177025

Declaration:

Hereby, I declare that all the information above mentioned is correct and true to the best of my knowledge and belief.

PLACE: Pinjore

Rachna Devi

DATE: 8th August 2020