

MYTHILI S

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Objective

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

Work Experience

- **Anantha lakshmi International school, Anantpur, Andhrapradesh.** May ' 2021 - Present
  Primary teacher
  Roles:
  1. Class teacher for Grade - 6 (2022-23) :
     - Handling English subject

  2. Robotics teacher for Grade 1 to 8 (2022-23) :
     - Assembling Robotics kits (Avishkaar)
     - Teaching basics to students

  3. Olympiad Exmas Co-ordinator (2022-23):
     - Conducted Olympiad Exams as host through OGO (Orange Global Organization)

  4. Culturals Co-ordinator (2022-23):
     - Assisting and Co-ordinating with overall cultural activities and event.

  5. Mother teacher for Grade-2 (2021-22):
     - Transacting Curriculum of Chrysalis (English, Maths and EVS)
     - Conducted Online classes till Aug'2021.
     - Preparing Weekly planner
     - Preparing Power point presentation
     - Preparing Creative teaching aids and soft board decorations
     - Co-ordinating with Parents
     - Conducted Assembly activities
     - Preparing worksheets
     - Preparing Periodic tests and Term exam question papers
     - Maintaining daily log books and students files

  6. Hostel Academics Co-ordinator(2021-22):
     - Tuition for hostel students (Grade 2 to Grade 8)
     - Managing Time register and Content register for residential teachers.
     - Maintaining hostel students attendance and students files for tracking their progress in academics.

- **Edify School, Bidar, Karnataka.** Dec ' 2020 - May ' 2021
  KG and Primary Teacher
  Role:
  - Conducting Online classes to transact the curriculum of Edify
  - Conducting Art and Craft activities through Online classes
  - Co-ordinating with Parents
  - Preparing Assessment question papers
  - Documenting the children's performance in assessments

- **Oxford school of Montessori, Coimbatore.** Sep ' 2020 - Dec ' 2020
  Trainee teacher
  Virtual Internship:
  Role:
  - Conducted Online classes for Pre-KG and L. K. G. Kids
  - Making lesson plan
  - Preparing Power point presentation

- Preparing Creative teaching aids
- Teaching Phonics, Rhymes and stories
- Co-ordinating with Parents
- Conducted Virtual celebrations
- Creating and conducting Assessment via Google forms

- **Home Tuition** Jun ' 2017 - Apr ' 2018
  Tutor
  Tuition teacher for Kids from L.K.G. to 5th Grade.

- **Sundaram Honda, Coimbatore** Jun ' 2016 - Feb ' 2018
  Customer Relationship Executive

- **Sundaram Honda, Erode** Jan' 2010 - Feb' 2014
  Sales Administration Executive

Education

- **Oxford English Academy, Coimbatore** 2020
  Diploma in Advanced Montessori and Grade level education (Upto Grade-5)
  89%

- **School of Distance education, Bharathiar University, Coimbatore.** 2012
  M. C. A.,
  72%

- **P. K. R. Arts college for women, Gobichettipalayam** 2009
  B. C. A.,
  74%

- **Govt. Girls Hr. Sec. School, Kavindapadi, Erode** 2006
  H. Sc.,
  62%

- **Govt. Girls Hr. Sec. School, Kavindapadi, Erode** 2004
  S. S. L. C
  93%

Skills

- Excellent Communication
- Interpersonal skills
- Classroom management
- Ms Office - Word, PowerPoint, Excel,
- Lesson planning
- Typewriting : English and Tamil

Interests

- Listening to Music
- Yoga and Meditation
- Drawing and painting

Languages

- Tamil - To Read, Write and Speak.
- English - To Read, Write and Speak
- Hindi - To Read and Write (Prathmic Exam Completed)

Personal Details

- Date of Birth : 19/02/1989

- Marital Status : Single
- Nationality : Indian



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