Priscilla Mergarita *B.A., B.Ed.,*

English Educator & Coordinator

PROFESSIONAL SUMMARY

Highly accomplished **English Educator and Coordinator** with over **12 years of expertise** in delivering high-quality instruction, fostering student achievement, and academic leadership. Expert at **enhancing student engagement**, ensuring pedagogical integrity, and **orchestrating academic operations** at the middle and high school levels. A visionary with **strong organisational acumen**, exceptional **communication skills**, and a **proven track record of elevating academic standards**.

PROFESSIONAL EXPERIENCE

English Teacher & Coordinator *Apr 2024 – Present*

Manchester International School

- Spearhead the English department for grades 6 to 10, ensuring curriculum alignment with academic standards.
- Managing academic scheduling, teacher substitutions, and adherence to lesson plans.
- Oversee faculty performance, audit lesson plan adherence, and ensure assessment integrity.
- Curate and execute cultural programs & extracurricular activities, integrating holistic student development initiatives.
- Facilitating faculty meetings, orientation programs, and academic council discussions to drive instructional improvements.
- Draft detailed academic reports for management, highlighting student achievements, progress, and areas for improvement.
- Manage parent-teacher communication, addressing feedback promptly and implementing actionable solutions to enhance student outcomes.

TGT – English Teacher *Jan 2021 – Mar 2024*

Shri Nehru Vidyalaya Matric Hr Sec School

- Delivered high-impact English instruction to Grades 11–12, achieving outstanding academic results.
- Managed **academic coordination**, ensuring lesson plan execution and curriculum alignment.
- Led **MC Desk for school events** and tutored the **choir team**, fostering artistic expression and teamwork.

TGT – English Teacher *Jan 2012 – Mar 2020*

Bharathi Matric Hr Sec School

- Delivered impactful English instruction to students, fostering critical thinking and language mastery.
- Recognised for cultivating a love for English literature and language among students.

EDUCATION

- **Bachelor of Education (B.Ed.)**
  Jas College of Education | 2017
- **Bachelor of Arts (B.A.) in English Literature**
  Bharathiyar University | 2015
- **Integrated Montessori and Kindergarten Teacher Training**
  Bharathiyar University | 2013

CORE COMPETENCIES

- Instructional Expertise
- Leadership & Management
- Curriculum Development & Implementation
- Technology Integration
- Academic Coordination & Quality Assurance
- Pedagogical Expertise
- Faculty Training & Mentorship
- Communication & Collaboration
- Strategic Planning
- Reporting & Documentation

TECHNICAL SKILLS & EDUCATIONAL TOOLS

- SMART Board & Interactive Displays
- Electronic Presentation & Digital Teaching Tools
- Learning Management Systems (LMS)
- Educational Content Curation & Copyright Knowledge

INTERESTS:

Literature, creative writing, and educational leadership.

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