

Application for the post of History teacher (PRT) & (TGT) and Political Science (PGT)

To
Whomsoever it may concern,

Date: 04/04/2018

Respected Sir,

Pleased to introduce myself as Mrs. Basari Chakraborty, a professional with strong teaching, and counselling skills. I possess a strong record in improving academic performances and teaching effectively. With an experience of 24 years I have the ability to be a team player and resolve problems professionally. Looking forward to get involved in challenging work environment and utilize them for the organizational growth to the best of my abilities.

With reference to the current openings in your esteemed organisation, please find enclosed my CV for your kind perusal.

The following are highlights of my skills and accomplishments:

- Has been working in a Private ICSE School of Kolkata as an Assistant History teacher from 1994-2018.
- Has an experience of 24 years in the educational field.
- Possess an ability to communicate complex information in an understandable way students can easily comprehend.

I welcome the opportunity to discuss with you personally how my skills and strengths can best serve your institution.

Awaiting a positive response from your end.

**Sincerely,
BasariChakraborty**

Address – 162 & 163 Madurdaha Hossainpur, Kolkata 700107 (near Rubi Hospital)

T: Phone number - 9051460473 / 9674475412

E: email address – basari.chakraborty@gmail.com , abhirupa34@gmail.com

BASARI CHAKRABORTI

Email : basari.chakraborty@gmail.com
abhirupa34@gmail.com

Contact No.: 9051460473
9674475412

WORK EXPERIENCE:-

ORGANISATION	WORKING PERIOD
St. Helen I.C.S.E and ISC School	1994-2018

KEY JOB RESPONSIBILITY:-

- Has been working as an Assistant teacher for the subject History in an ICSE School of Kolkata for 24 years.
- Has done Invigilation for ICSE and ISC Examination.

ACADEMIC QUALIFICATION

Year	Examination	Institute	Board/University
1989-1991	M.A. in POLITICAL SCIENCE	xxxxx	Rabindra Bharati University
1980-1981	B.A in Political Science(honours) with Economics and History	Shivnath Sastri College	University Of Calcutta
1980	Higher Secondary	Kamala Chatterjee School for girls	W.B.C.H.S.E
1978	Madhyamik	Kamala Chatterjee School for girls	W.B.B.S.E

TRAINING & CERTIFICATES

Sl. No	Degree Obtained	University/ Board/Institution	Year
1)	Has done a special course on hindi for three years. <ul style="list-style-type: none">• Prarambhik• Prabesh• Parichay	WARDHA UNIVERSITY	1985 1986 1987

SPECIAL ACHIEVEMENTS

- Maintain discipline in the class and methodically provide resources for lessons.
- Assess and look after students progress and render them continuous support.
- Provide informative presentation to students regarding different areas of studies and ensure that all students fully comprehend all aspects of curriculum.
- Expertise in teaching effectively.
- Proficient in learning new technologies and adapting with the new environment.

- EXTRA CURRICULAR ACTIVITIES AND HOBBIES :

- A leading personality in occasional school program.
- An active member in maintaining discipline in the school.
- Have a keen interest in book reading and cooking.

PERSONAL DETAILS

- **Date of Birth: 28.07.1963**
- **Fathers Name: Late Bimal Chakraborty**
- **Mothers Name: Mrs. Sabitri Chakraborty**
- **Husband's Name : Late Swapan Chakraborty**
- **Residential Address: 162 & 163 Madurdaha Hossainpur,
Kolkata- 700107 (near Rubi Hospital)**

❖ REFERENCES AVAILABLE ON REQUEST.