

SHAGUFTA NAAZ

BA (GEN) Perusing M.A (HIST) Vidyasagar University

9883287904 / 798098589 / 9088153608

Email-id:- shagufnaaz40@gmail.com

PROFESSIONAL SUMMARY

CORE COMPETENCIES.

- Ability to work independently and in a team. i love to learn &lead
- Open, transparent, dedicated, self-motivated and honest in nature.
- Willing to make use of acquired skills appropriately while discharging duties.

Career Objective: Next 5 years: To pursue a challenging career in a firm where there will be ample scope of individual and organizational growth, offering opportunities for utilizing my skills towards the growth of the organization

EXPERIENCE

- Working As Asst Teacher of Humanities Group in LEARNING POINT Since June 2014
An established Coaching Center with 600+ Students

GENERAL INFORMATION

EDUCATIONAL QUALIFICATION

<u>COURSE</u>	<u>PASSING YEAR</u>	<u>BOARD/UNIVERSITY</u>	<u>PASSING PERCENTAGE</u>
MADHYAMIK	2010	WBBSE	50%
H.S.	2012	WBCHSE	64%
B.A.	2015	C.U	46.5%

PROFESSIONAL QUALIFICATION

- International diploma in pre primary & primary education 2017.
- Diploma in elementary education (Upper & lower elementary) from MGI 2017.
- Certificate in desktop publishing 2015.

Skills Descriptions

Computer Skills (strong)

Analytical & Logical Decision Making
Strong Result Focus

Ms Excel
Ms Word

PERSONAL STRENGTHS

Fast Learner, Adaptive ,Team Player, Hard Working, Friendly, Honest, Sincere, Responsible, Neat, Loyal, Humble.

PERSONAL INFORMATION

FATHER'S NAME : MD Sayeed
 NATIONALITY : INDIAN
 MARITAL STATUS : Unmarried
 COMMUNICATION ADDRESS : 31 G J Khan Road Kolkata 700039

Extra Curricular:

- Participated in Stage Play in school and College
- Participated as Event Controller in Several Cultural Events

INTEREST & ACTIVITIES :

Studying Literature Books, Collection of Old stamps and Books
Reading History books

LINGUISTIC ABILITY :

<u>LANGUAGE</u>	<u>SPEAK</u>	<u>READ</u>	<u>WRITE</u>
<u>English</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
<u>Bengali</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
<u>Urdu</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
<u>Hindi</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>

REFERENCES

Will be provided as per Requirement

Name : ASIF IQBAL
 Contact : 9831373613/9331862307
 Position : BRANCH MANAGER
 Company : LEARNING POINT & MAHAVIR GROUP OF INSTITUTION
 Email : asifiqbal0102@gmail.com:

DECLARATION: I hereby declare that the information furnished above is true to the best of my knowledge and I am also confident of my ability that I am ready to work in a team and individual

Place : Kolkata
 Date :

 Signature