

# UZMA FARHEEN

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## OBJECTIVE

Passionate about engaging students on all levels, enhancing their social experiences by encouraging group lessons and learning. Talented in different teaching methods to reach out to students, including physical demonstrations, drawn illustrations and visuals presentations.

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## EXPERIENCE

- **Urban Pro**

Designation: Teacher

Job Profile: Part time online tutor

Tenure: November 2020 - Present

Key Responsibilities:

- Teaching students across the world using online platform.
- Worked hard to create a lively teaching environment that would not be stressful nor boring.
- Encouraged students to explore applications and functionality in their computers.
- Modified teaching styles to tailor the needs and background of each student.
- The online teaching has increased my interaction with my students and parents on an individual basis.

- **Andrew's High School - Kolkata**

Designation: Teacher

Job Profile: Full time Intern

Tenure: July 2022 – Dec 2022

Key Responsibilities:

- Design and implemented daily lesson plans for classroom of 50+ students.
- Fostered curiosity and interest in learning through hands-on activities.
- Worked cooperatively with mentor teacher to plan and implement strategies for meeting the teaching-learning goals.
- Implemented successful classroom management system.
- Performed various Curriculum Based Activities with the students.

- Created lesson materials, visuals and digital presentations to supplement lesson plans.
- Assisting the exam invigilator with examination related tasks and duties as and when required.

- **Adam Public School - Kolkata**

Designation: Teacher

Tenure: January 2019 - September 2019

Key Responsibilities:

- Plan the content to be covered in the class according to the curriculum, the number of weeks available and the date of final exam.
- Met parents to ensure regular feedback for proper development of child.

## EDUCATION

<u>YEAR</u>	<u>EXAMINATION</u>	<u>INSTITUTE / UNIVERSITY</u>	<u>MAJOR SUBJECTS</u>	<u>PERCENTAGE</u>
2021 - 2023	Bachelor in Education - Physical Science	Syamaprasad Institute of Education and Training (S.I.E.T)		Pursuing
2016 - 2019	Bachelor in Science	City College / University of Calcutta	PHSG CEMG MTMG	59
2015-2016	I.S.C	Jewish Girls' School	ENG, HINDI, MATHS, PHY, CHE, BIO	76.5
2013 - 2014	I.C.S. E	The Park English School	ENG, HIN, HCG, MATHS, SCIE, ECO	75.2

## SKILLS & PROFICIENCY

Skills: Project Planning, Learning Design, Lesson Planning, Classroom management, Problem Solving, Communication, Critical Thinking. Educational Technology, Curriculum Development, Time management.

Software Proficiency: MS PowerPoint, MS Word.

## OTHER QUALITIES

- Good communication skills.
  - Enthusiastic and willing to work and meet new people.
  - Looking for challenges and goals to fulfill.
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## PERSONAL DETAILS

Date of Birth: 28.01.1998

Gender: Female

Nationality: Indian

Religion: Islam

Marital status: Unmarried

Hobbies: Reading Books,

Languages Known: English, Hindi

### DECLARATION:

I do hereby declare that all the above furnished information is true to the best of my knowledge.

**Uzma Farheen**