

SHIKHA CHOWDHARY

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Professional Summary

Elementary school teacher with 7 years' experience in both teaching and research settings. Diligently creating engaged classroom environments using diverse educational techniques. Versatile student-oriented approach consistently supporting optimum performance and advancement.

Skills

- Interdisciplinary teaching practice and Safety awareness.
- Hands-on exp. in MS Excel, MS Word, MS Outlook, MS Excel, MS PowerPoint, MS Access etc.
- Video-conference tools: MS Teams, Zoom, WhatsApp, WebEx, MS Skype etc.
- Creative lesson planning, testing, grading and play-based instruction.

Work History

Primary Teacher, 04/2019 to 03/2021

Navy Children School – New Delhi, India

- Developed innovative and diverse methods for teaching children aged 6 to 9 years using experimental learning and tools like smartboard, real objects, math lab and models (30% of daily lesson plans).
- Designed and administered grade-specific tests and examinations regulated by school state board to monitor students' growth and then published results on website NCSCAMPUSCARE.IN.
- Assessed learning progress and comprehension of students with routine tests and standardized examinations such as Grade-III Maths Olympiad Club.
- Provided input into statistical SOP and standardization efforts for online teaching during COVID.

Primary Maths Teacher, 07/2017 to 05/2018

DL DAV Public School – New Delhi, India

- Included multicultural awareness in class discussions to meet diverse standards.
- Encouraged students to take part in events like "Talentica" where they could exhibit their talents.
- Coached students on physical awareness as part of health curriculum.
- Worked in capacity of class teacher for 5th standard students.
- Reinforced positive behavior by encouraging efforts through affirmation statements and praising accomplishments by awarding gift cards etc.
- Use of VLookup and other formulas in MS Excel for making results and administration data sheets.

Mathematics Teacher, 07/2016 to 02/2017

St. Paul School – New Delhi, India

- Helped students develop life skills by fostering healthy conflict-resolution, critical thinking and communication in order to develop self-responsible/independent learners.
- Tutored 120 students each year in mathematics and 30 students as a mother teacher.
- Analyze students for customized progress in oral and written work.
- Used Google Sheets to upload all student grades and absence data and submit to district database.
- Kept abreast of developments and technological advances in mathematical field by reading current literature, talking with colleagues and participating in professional conferences.

Primary Teacher, 04/2015 to 05/2016

DPPS School – New Delhi, India

- Drove student learning by establishing clear classroom plans and group objectives.
- Responsible to design worksheets, activities and resources to target mathematics tables and mental maths and support colleagues in the delivery to every primary class.
- Responsible for dispersal of students for second grade.

- Performed duties in accordance with all applicable standards, policies and regulatory guidelines.
- Established open communication and positive relationships with students, parents, peers and administrative staff.

Assistant Teacher, 06/2014 to 09/2014

BOSCO Public School – New Delhi, India

- Exceeded goals through effective task prioritization and great work ethic.
- Used learning stations to incorporate colors, shapes and textures to help students develop communication skills and build relationships.
- Prepared and implemented lesson plans covering required course topics.
- Prepared and verified manual results and supported with hand-made graphs of results' trends.
- Worked one-on-one with students to determine their strengths, weaknesses and learning patterns, resulting in an improvement of more than 10% in their grades.

Mathematics Teacher, 10/2013 to 05/2014

SCAN Public School – New Delhi, India

- Created and presented clever lessons to engage students and focus on core subjects including math, science, technology and history which seem necessary for personal and academic growth.
- Met with parents to review Individualized Education Plans for at-risk students.
- Provided educational materials, including daily worksheets and weekly homework packets that averaged a 95% completion rate.
- Used pivot tables to organize data and analyze the trends of the weekly students' assessment outcomes.
- Instruct students individually and in groups using various teaching methods such as lectures, discussions and demonstrations to account for 20% of the curriculum.
- Prepare and plan a comprehensive marking scheme for each question paper.

Education

Bachelor of Education: Maths, English, 08/2013

GGSIP University - Delhi, India

Master of Arts: Mathematics, 07/2012

University of Delhi - Delhi, India

Bachelor of Arts: Mathematics, 07/2010

University of Delhi - Delhi, India

Accomplishments

- Reached out to the community to gather donations of materials and supplies for needy students.
- Earned Academic Awards in 2002-03.
- Spearheaded online teaching project focused on COVID limitations.

Certifications

- Certified - Central Teacher Eligibility Test, Central Board of Secondary Education - Paper I and II in 2015

Training and Voluntary Experience

- Attended Faculty Development Program held in Cochin, India and participated in a 5-module teacher training on Mental Health Curriculum (to teach students emotional safety).
- Organized and participated in Blood donation camps and Senior citizens' support campaigns.
- Trained, attempted and cleared IELTS and Duolingo examination to verify my English skills.
- My Educational Credential Assessment (ECA) is done by International Qualifications Assessment Service (IQAS) Alberta, Canada.