

## **Curriculum Vitae**

Tazeen Dastageer

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### **Career Objective:**

Seeking a position in an institution that provides me ample opportunity to explore & excel while carving out a niche for personal, professional as well as institutional goals.

### **Professional experience:**

- Designed and implemented lesson plans according to students' academic needs for various classes. Prepared and administer regular subject tests for various classes and completed detailed quarterly progress reports for parents.
- Implemented a brand new teaching strategy designed to bring an overall development among the students.
- Established an open door policy for parent/teacher conferences two days a month. Taught a range of classes in subjects such as English, math, science etc.
- During Guided Reading, helped a group of children with different abilities to improve their reading and phonics levels.
- Motivated and stimulated children, encouraging learning through activity. Observed, assessed and recorded children's progress and shared knowledge with both school management and parents as required.
- Formulated a new teaching tactic that enabled students who were lagging behind to catch to the rest of the class without causing issues to high performance.

### **Working Experience:**

- English Teacher at Middle East School, Kingdom of Bahrain. (British Curriculum)  
Feb 2020- Aug 2020.
- English Teacher at Bangladesh School, Kingdom of Bahrain.  
August 2019 – Jan 2020.
- Internship at Dream India school, Gomti Nagar, Lucknow (India).  
January 2019- April 2019.
- Practice in teaching at Navyug Radiance, Rajendra Nagar, Lucknow (India).  
July 2018- December 2018.
- Teacher at Patil Public School, Gothangaon Gadchiroli, Mumbai (India).  
July 2015 – April 2017.

**Educational Credentials:**

Exam. Passed	Name Of Institution	Univ./ Board	Year	Division	%
Master of Arts (M.A.) (2 years) (English)	Swami Vivekanand	Subharti University	2021	Pursuing	-
Bachelor of Education (B.ED) (2 years) (English & Economics)	Navyug College	Lucknow University	2019	1st	72
Master of Business Administration (MBA) (2 years)	Sikkim Manipal University	Manipal University	2015	1st	70
Bachelor of Commerce (B.COM) (3 years)	Avadh Girls' Degree College	Lucknow University	2011	2nd	50
Senior Secondary	Emma Thompson school	ISC	2008	1st	63
Higher Secondary	Emma Thompson school	ICSE	2006	1st	71

**Roles and Responsibilities:**

- Planned lessons which adhered to the objectives curriculum while utilizing a variety of teaching methodologies.
- Established positive relationship with students to facilitate learning.
- Used an effective teaching style to ensure students remained disciplined and attentive.
- Provided the feedback to parents of students during the meetings.
- Contributed to staff and departmental meetings.
- Developed and implemented new learning strategies which had not been used at the institution before.
- Maintained discipline in a challenging classroom environment.
- Prepared and assessed students for examinations and motivated them to succeed in their studies.

**Core Competencies:**

- Excellent communication and interpersonal skills with fluency in spoken English.
- Excellent command over comprehension.
- Strong knowledge of utilizing all the modern teaching aids and techniques.
- Ability to handle children of different age groups.
- Expertise in using new teaching methodology to explain difficult topics.
- Energetic, disciplined and committed, Lenient in handling children.
- Excessive knowledge of internet and computer software, viz. MS Word, Excel, Power point etc.

**Strengths:**

- Enthusiastic and hardworking.
- Possess positive attitude.
- Responsible towards work.
- Self-motivated and directed.
- Goal oriented: results achiever, meeting deadlines.
- Strong work ethic.
- Interpersonal skills.
- Flexibility and Adaptability.

**Current Address:** Flat 41, Building 1005, Road 2720, Block 327, Adliya, Kingdom of Bahrain.

**Nationality:** Indian.

**Language:** English, Hindi, Urdu.

**Hobbies:** Reading books, travelling.

**Driving License:** Indian Driving License.

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

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