

# MANSI BAJPAI

Lucknow, 226011

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Notice Period: Immediate

## SUMMARY

- ☐ Motivational and creative Primary School teacher, ready to bring expertise to new role focused on helping young students excel.
- ☐ Strengths include activity planning, test administration and parent communications. Attentive to individual student requirements.
- ☐ Student-focused teacher with excellent class control, communication and problem-solving skills.
- ☐ Achieves high student success rates through successful behavior management and teaching strategies.
- ☐ Resilient and adaptable teacher with 3 years of experience developing young minds to become confident and talented pupils.
- ☐ Qualified Teacher with extensive background in advanced management processes. Utilises superior communication skills to build meaningful, trusting relationships that exceed client demands.

- ☐ Highly skilled project manager with outstanding team leadership abilities to meet targets consistently.

## **EXPERIENCE**

### **Teacher in a Primary school**

**Billabong High International School(BHIS),Cantonment Kanpur** is a co-educational international day school affiliated with the Central Board of Secondary Education (CBSE),New Delhi and the Cambridge International Examination (CIE),UK. The school strives to create an environment wherein the students acquire knowledge, understanding and multifarious skills essentials for their holistic development.

- ☐ Organized trips and extracurricular activities to develop student learning, participation and enjoyment.
- ☐ Developed innovative lesson plans based on government guidelines and current curricula.
- ☐ Graded classwork and homework, providing constructive criticism to enhance grades.
- ☐ Enforced good manners through appropriate discipline and behaviour management.
- ☐ Prepared creative teaching materials to motivate and engage students.
- ☐ Directed and assigned to work teaching assistants for smooth classroom operations.
- ☐ Maintained safe and healthy environments by following safeguarding procedures.

- ☐ Discussed child progress and addressed ongoing issues in parent meetings.
- ☐ Provided one-to-one mentoring for underachieving and struggling pupils.
- ☐ Demonstrated consistent hard work and dedication to achieve results and improve operations.
- ☐ Updated databases while complying with GDPR regulations.
- ☐ Planned rotas to maintain high service levels while minimising payroll costs.
- ☐ Optimised team training and staff development.
- ☐ Inspected products and services to comply with quality standards.
- ☐ Organised files to support efficiency and traceability.
- ☐ Operated equipment to exceed production targets.

## Teacher

**Kiddus Playway School, Lucknow** is an international preschool licensed by the government that focuses on activity based experiential learning.

- ☐ Planned and implemented lessons utilising variety of teaching strategies to meet diverse student needs.
- ☐ Established positive relationships with students, parents, fellow teachers and school administrators.
- ☐ Encouraged students to persevere with challenging tasks.
- ☐ Prepared unit and lesson plans for courses of study, following curriculum guidelines and common core standards.
- ☐ Delegated tasks to teacher assistants and volunteers.

- ☐ Earned positive feedback from parents regarding classroom instruction and student learning success.
- ☐ Observed and assessed student performance, keeping thorough records of progress.
- ☐ Created lesson plans in accordance with national curriculum and school-wide curriculum standards.
- ☐ Interacted with children and promoted good behaviour through positive reinforcement methods.
- ☐ Assisted school leaders in the development of new school policies, curriculums and operational procedures.
- ☐ Created wide range of teaching material to assist student learning, including presentations, visual aids and worksheets.
- ☐ Maintained trusting student relationships by providing both educational and emotional support to students when required.
- ☐ Differentiated instruction according to student ability and skill level.
- ☐ Used effective teaching methods to assist with student development, including collaborative learning, positive reinforcement, modelling and explicit instruction.

## **SKILLS**

- ☐ Program development and management
- ☐ Group and individual instruction
- ☐ Lesson planning
- ☐ Professional development
- ☐ Reporting
- ☐ Lesson plans
- ☐ Child development

- ☐ Behavioural improvements
- ☐ Classroom management
- ☐ Activity planning
- ☐ Communication skills

## **ACADEMIC CREDENTIALS**

Bachelor of commerce – Lucknow University

Intermediate – St. Joseph School

High School-- St. Joseph School

## **PERSONAL DETAILS**

D.O.B- 03/11/97

Hobbies- Listening music, cooking, films and web series,  
Gardening

I hereby declare that above mentioned details are true to my knowledge and belief.