

MANVI RANA

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To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self-development. It encourages me to improve and learn new and necessary skills and also helps me to achieve personal as well as organizational goals. Committed to fostering holistic development and creating a dynamic learning environment for young learners.

Experience

Modern School, Noida

July 2024-Present

A dedicated Primary Teacher with expertise in creating engaging lesson plans and fostering a positive learning environment. Skilled in organizing school events like annual functions and cultural programs to enhance student engagement and showcase talents. I have also collaborated with my colleagues to create a multidisciplinary teaching approach, ensuring students' academic and personal growth.

Amar Jeevan Public School

August 2023 – May 2024

A class facilitator and taught all subjects till class 5. I have also contributed in conducting various educational programs, including workshops, storytelling sessions, and exhibitions, to enhance experiential learning and to enhance enthusiasm among the children. Was responsible for all the curricular and co-curricular skill development, motor skills development etc. I have also designed and implemented age-appropriate lesson plans for primary grade students, fostering a stimulating and inclusive learning environment.

Academic Credentials

Qualification	Board/University	Year	Percentage/CGPA
Class X	CBSE	2015-16	6.2 CGPA
Class XII	CBSE	2017-18	89.8%
Bachelors in Geography Honors	University of Delhi	2018-21	CGPA-7.79
Bachelors of Elementary Education	Maharishi Dayanand University, Haryana	2021-23	73.4%
M.A. Environmental Studies	I.G.N.O.U.	2023-25	Currently Pursuing

Skills

Soft skills

- Interpersonal skills
- Classroom management
- Lesson planning
- Team work
- Communication abilities

Technical skill

- Technology integration
- Multimedia tools
- MS- office
- SQL
- Virtual classroom applications (Zoom, MS teams, Google meet)

Certificates

Planet Spark Aptitude Certification in "Child Pedagogy , Logical Reasoning and English Grammar "

Rotaract Club Of Delhi Samaritans Certificate as a "Active Volunteer During COVID -19 Pandemic"

Activities

- o Human Values Quarter

Organized and participated in various activities like debates, plays, nukkad-natak etc. Learned and developed qualities like team spirit, time management, leadership.

- o Community Service

Taught underprivileged kids through Rotract Club of Delhi Samaritans.

Volunteering gave me an opportunity to understand the difficulties faced by underprivileged children in their schools.

- o Environmental Contributor

Planted more than 500+ plants in Delhi NCR along with my club members, to make our mother earth greener and cleaner.

PERSONAL DETAILS

Date of Birth - 01-07-2000

Address – FF-35 Laxmi Nagar, Delhi-92

Languages known – English, Hindi

French and Sanskrit (enthusiast)