Lokesh Yadav

Village Palh, post office, Nihalawas, District, Tehsil :- Mahendergarh, Harayana.
8053165638 | lokeshyadav51295@gmail.com

Objective

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

Education

- New Hindu High School, Bairawas 2010
  10th
- Modern Senior Secondary School 2012
  12th
- Shri Ganesh College of Education 2013to 2017
  Diploma in Education 82%
- HTET qualified June 2019
- CTET qualified July 2019

Experience

- **American Institute of English Language.** **2016 – 2017**
  Worked as Language Instructor.
  I used to work as a Language Instructor, in company, where I used to serve as a language trainer in different schools.
- **Vagheshwari Edutainment Pvt. Ltd. Company** **2017-2018**
  I used to work as a Language Instructor, and used to provide English Language Environment in different schools and colleges.
- **Vagheshwari Edutainment Pvt. Ltd. Company** **2018 – 2019**
  I got promoted as a Senior Language Instructor
  I used to work as a Senior Language Instructor, and i provided the same in schools and colleges to create the English Environment in the organizations. I used to provide the Language to the Teacher's also of the different organizations. As far as according to my duties and responsibilities, I used to Provide the same services to the Professionals, Seniors, as well as Senior Language Instructor and freshers as well.
- **Kaizen Linguistic Pvt. Ltd. Company** **March 2022- July 2023**
  I have worked as Team Co-ordinator.
  I used to handle the team of 5 to 6 Language Instructors. As company used to provide the services in different schools, colleges and organizations, as per the requirement of the customer. I used to handle and make the good understanding and bonding with the management of the organizations, and accordingly I used to give the tasks to my team mates.
- **Check Check Services.** **1 Feb. 2024 – 15 Apr 2024**
  I work as IELTS Trainer.
  Providing individual feedback and guidance to students. Developing instructional materials and resources for IELTS preparation. Organizing interactive and engaging sessions to improve students' English language skills. Maintaining records of student's progress and attendance. Mostly focus is on the Language of the students.
- **SPEL** **April 2024 – Till Now**
  I am working as Senior Team Co-ordinator.
  Now I handle various school teams which provide languages in different regions. My main work with the teams to guide them in various school functions like annual programs, PTMs and Culture activities. I also train the newbies and attend the training classes for learners as well as professionals.

Computer Proficiency

- MS Office Word ☆Excel ☆Power Point Access.
- Google Drive ☆ Docs ☆ Drive ☆ Forms☆ Gmail☆ Spreadsheets.
- Advance Excel.
- English Typing.

Skills

- ☆Team Building ☆Presentation Skills ☆Communication Skills ☆English Language ☆Soft Skills ☆Leadership ☆Self Motivated

Achievements & Awards

- ☆ Promoted as a Senior Language Instructor as, I was appreciated by my hard work and skills . ☆ Promoted as a Team co-ordinator. ☆ I have achieved a Certificate of Advance Excel Course. ☆ I am Certified in recognition of Outstanding Performance in Child Pedagogy, English Language, Logical Reasoning , English Grammar as well.

Languages

- English:- Read, Write, Speak.
- Hindi:- Read, Write, Speak.

Personal Information

- Father's Name:- Sunderlal
- Mother's Name:- Mukesh Devi
- Date of birth:- 05 December 1995.
- Marital Status:- Single
- Language:- Hindi, English
- Religion:- Hindu

Declaration

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

(LOKESH YADAV)