

Archana Tripathi

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Mumbai 400025, India

EDUCATION & CERTIFICATIONS

Diploma in Teaching (2024)

(500 hours International Advanced Post Graduate Diploma in TESOL/TEFL with Specializations in 21st Century Teaching, Business English Teachers Training, Young Learners Teachers Training, Education Management, Train the Trainer and Special education) Asian College of Teachers, Mumbai.

Advanced MSACIT for Teachers (2021)

MKCL, Mumbai.

Bachelors in Legislative Law (2019)

Universal Lord's College, Mumbai.

Master of Education: Distance (2014)

Sam Higginbottom University(Prayagraj), Mumbai.

Bachelors in Arts(English): Distance (2007)

Madras University, Mumbai.

Bachelors in Education (2007)

Mumbai University, Mumbai.

Master of Science (Psychology): Distance (2005)

Madras University, Mumbai.

Diploma in Interior Design (2005)

Rachna Sansad, Mumbai.

Master of Arts (History): Distance (2003)

Mumbai University, Mumbai.

Bachelors of Arts (History) (2001)

Ramnarain Ruia College, Mumbai.

Diploma in Education: Full Time (2000)

Pune Board, Mumbai.

Higher Secondary Certificate (1997)

SIES College of Arts, Science and Commerce, Mumbai.

Secondary School Certificate (1995)

Holy Cross High School, Mumbai.

KEY COMPETENCIES

TESOL Certified

Excellent Classroom Management

Student Engagement

Classroom Instruction

Creative Lesson Planning

Teamwork

Innovative Lesson Planning

Special Needs Education

Student Evaluations

Technology Integration

Public Speaking

Cultural Sensitivity

Parental Engagement

Adaptable

Fast Learner

Languages: English, Hindi and

Marathi

PROFESSIONAL EXPERIENCE

SIES College of Commerce and Economics - Mumbai

2008 - Present

High School Teacher

Crafted engaging English curriculum and delivered dynamic lessons, achieving a 100% student success rate in the Maharashtra State Board HSC Examination. Over 12 years of experience as a certified English teacher, including mentoring extracurricular activities, fostering student success, and ongoing professional development.

Auxilium Convent Girl's High School - Mumbai

2001 - 2008

Primary Teacher

Led primary school classroom, crafting engaging lesson plans aligned with curriculum and individual student needs. Managed student behavior, fostered communication, and ensured a well-organized learning environment.

ACCOMPLISHMENTS

- Invited to judge various intra and inter-collegiate level competitions.
- Invited as a judge to Seven Isles school to judge a fancy-dress competition at nursery school.
- Invited to judge an Inter-school debate competition, KENDRIYA Vidyalaya, Colaba in 2018.
- Invited to judge an Elocution competition in Seven isles international school from 8 to 10 grade.
- Invited to judge a personality contest at Acharya Marathe college, Chembur.
- Counselling - Served as student mentor and counsellor for students when academic problems and personal adjustments arose, meeting with guardians to reach solutions.
- Education Strategies - Employed special educational strategies and techniques during instruction to improve the development of sensory/perceptual-motor skills, language, cognition and memory.
- Attended CELTA workshop for 4 weeks conducted by teacher trainees in May 2011.
- IELTS SCORE: 7.5