

# **RESUME**

## **HEIGRUJAM HONEY DEVI**

Kwakeithel Akham Leikai,

Imphal West, Manipur (India) – 795001

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### **Career Objective:**

Seeking the position of a teacher in a reputed school to utilize my knowledge and previous work experience for the overall development of the students.

### **Academic Profile:**

- B.A.( Honours) in English from Manipur University (2021 to 2024)
- Passed 10+2 from BIMHSS, CBSE in the year 2020
- Passed 10 from BIMHSS, CBSE in the year 2018

### **Professional Qualification:**

- Completed 3 (three) months course in Front Office Associate at Classic Hospitality Training Institute, Imphal.
- International Teacher Diploma Training at Asian College.

### **Working Experience:**

- Worked as Front Office at CHTI
- Responsibility handled and time management.
- Maintaining the complete records of students.
- Inculcating values, Manners and Etiquette.
- Managing fun activities.
- Ability counselling to parents and students.

### **Area of Interest:**

- Interaction with children, Reading, Singing and communicate.

### **Personal Details:**

Name : Heigrujam Honey Devi  
Date of Birth : 18<sup>th</sup> March, 2003  
Father's Name : Heigrujam Hemanta Singh  
Mother's Name : Heigrujam Jamuna Devi  
Permanent Address : Kwakeithel Akham Leikai,  
Imphal West, Manipur - 795001  
Sex : Female  
Marital status : Unmarried  
Nationality : Indian  
Religion : Hindu  
Hobbies : Yoga, Dance and Singing  
Language known : Manipuri, Hindi and English  
Strength : My strength are positive attitude, quick learner, honest and easily adaptable in any kind of situation.

### **Declaration:**

I, Heigrujam Honey Devi, hereby declare that the above furnished details are true and sincere to the best of my knowledge and belief.

**Date: 04/08/2024**

**(Heigrujam Honey Devi)**