

**OBJECTIVE STATEMENT**

To begin my teaching career at a well known and well reputed institute or school and to achieve good progress in my career through all my best subject knowledge, great teaching efforts and creativity skills.

Dynamic and Dedicated as a person commits to active instruction and innovative learning resources to foster child development and improvise learning environment.

**EXPERIENCE**

Pre-School teacher – No experience, would like to join as a fresher.

ACCENTURE- Procure to pay associate (1 year experience)

**EDUCATION**

- **DIPLOMA IN PRE-PRIMARY AND PRIMARY TEACHING TRAINING COURSE .( DEC 2024)**
- MASTERS IN FINANCE AND ACCOUNTING – BANGALORE UNIVERSITY (OCT 2020)
- BACHELOR OF COMMERCE – K.L.E.DEGREE COLLEGE (MAY 2014- MAY 2017).
- DEPARTMENT OF PRE-UNIVERSITY EDUCATION –K.L.E INDEPENDENT PU COLLEGE ( APRIL 2012-MARCH 2014).
- KARNATAKA SECONDARY EDUCATION EXAMINATION BOARD – ( APRIL-2012 ).

<b>INSTITUTION</b>	<b>COURSE</b>	<b>YEAR OF PASSING</b>	<b>PERCENTAGE/GPA</b>
<b>ASIAN COLLEGE OF TEACHERS</b>	<b>DIPLOMA IN PRE-PRIMARY AND PRIMARY TEACHING TRAINING</b>	<b>DEC 2024</b>	<b>A GRADE</b>
<b>BANGALORE UNIVERSITY</b>	<b>MASTERS IN COMMERCE( FINANCE AND ACCOUNTING )</b>	<b>OCT-2020</b>	<b>7.5(A GRADE)</b>
<b>K.L.E.DEGREE COLLEGE</b>	<b>BACHELOR OF COMMERCE (FINANCE)</b>	<b>MAY 2017</b>	<b>7.06 (A GRADE)</b>
<b>K.L.E.INDEPENDENT PU COLLEGE</b>	<b>PUC (SEBA)</b>	<b>MARCH 2014</b>	<b>75 %(A GRADE)</b>
<b>KSEEB</b>	<b>10<sup>th</sup> CLASS</b>	<b>APRIL-2012</b>	<b>74%(A GRADE)</b>

**PERSONAL SKILLS**

- HARDWORKING.
- GOOD COMMUNICATION AND PRESENTATION SKILLS.
- ORGANISING ABILITY .
- GOOD LEADERSHIP QUALITY.
- DISCIPLINE WITH HIGH LEVEL OF INTEGRITY.
- CREATIVE THINKING .
- GOOD WRITING SKILLS.

**INTERNSHIP DURING EDUCATION**

1. Organization: Bharat Electronics Limited (BEL), Jalahalli, Bangalore  
Department: Finance, Electronic Warfare and Avionics (EW&A)  
Duration: 4 weeks (19-08-2019 to 17-09-2019)
2. Organisation : Reichindia Pharma Limited , Hyderabad.  
Department : Costing Department .  
Duration : 4 weeks. (15-02-2020 to 20-03-2020)

**ACHIEVEMENTS AND PARTICIPATION**

- LOGO DESIGNING COMPETITION- 2<sup>ND</sup> PLACE in K.L.E DEGREE COLLEGE
- PRESENTATION ON “FOREIGN DIRECT INVESTMENT” IN KLE DEGREE COLLEGE AUDITORIUM .
- CERTIFICATION PROGRAMME IN “INTERNATIONAL FINANCIAL REPORTING STANDARDS”.
- COLLECTIONS OF MY GOOD PAINTINGS WERE MADE INTO 2018 CALENDER and 2020 CALENDER .

**PERSONAL PROFILE**

FATHER’S NAME : G. SHARMA.

MOTHER’S NAME : K. LAXMI .

DATE OF BIRTH : 11 OCTOBER 1996.

NATIONALITY : INDIAN .

MARITAL STATUS : MARRIED AND ONE KID.

LANGUAGES KNOWN : ENGLISH , TELUGU, KANNADA ,HINDI.

HOBBIES : PAINTINGS, DRAWINGS , DANCE , READING SUDHA MURTHY NOVELS.

EXPECTED SALARY : NEGOTIABLE .

Respected Sir/Madam,

I completed my Bachelor degree of commerce , Master's degree in finance and accounting and worked at Accenture for an year. After wedding and due to maternity there was a career gap. I completed preprimary and primary teaching course recently and I would like join as a Pre-primary teacher and would like to join my daughter to the estmeed school for her growth and learning skills.

I wish to submit this application of mine for your favorable consideration I am enclosing herewith my Bio data for your kind perusal.

If I am given an opportunity to serve in your esteemed organization, I am sure, that I will discharge my duties diligently to the entire satisfaction of the management.

Once again I am requesting you to kindly consider my application favorably.

Thanking You,

Yours Faithfully,

Swapnika .g. Sharma.