

RESUME

Jaya Sheelan P

H.NO: 3-44

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CAREER OBJECTIVE:

To secure a challenging position and build my career in fast growing organization and work hard, where my abilities will be challenged and opportunities for knowledge enhancements are provided and support the young minds for better life.

SECULAR ACADEMIC QUALIFICATIONS:

Masters degree from Madras University – Chennai (2016)

Degree of Bachelor of Education – Kadapa (2013)

Degree of Bachelor of Arts from Loyola college – Chennai (2008)

Intermediate in Civics, Economics, and Commerce from St. Ann's Junior College, Nuzvid, Board of Intermediate, A.P (2005).

Matriculation from St. Marks Boys Town High school, Hyderabad; S.S.C. Board (2002).

NON SECULAR ACADEMIC QUALIFICATIONS:

Attended " Remodeling Assessment Training program" organized by CBSE in Hyderabad on 30th Nov,2017.

Bachelor of Philosophy from ZDVP College, PUNE (2010).

A year of Orientation into the Religious Life at Apostles College, Eluru (2003).

WORK EXPERIENCE

Rendered 6 years of services for Sri Chaitanya Educational Institutions as an English

faculty and a Soft Skill Trainer

Providing services for NTR Educational Institutions for the past 2 years as an English faculty and a coordinator of extra and co - curricular activities. (CBSE)

COMPUTER PROFICIENCY:

- 1 OPERATING SYSTEMS : *WINDOWS 95/98/XP/2000&2007*
- 2 UNDER WINDOWS : *M.S.OFFICE 95/97/00/07/XP,WORD/EXCEL/POWER POINT.*

EXTRA-CURRICULAR ACTIVITIES:

- 1 *Sports*
- 2 *Reading books*

STRENGTHS:

- 1 *Willing to learn and improve constantly.*
- 2 *Posses a positive attitude towards life.*
- 3 *Self-Disciplined, Sincere and have an inexhaustible stamina to work.*
- 4 *Good personal relation and communication skills*

PERSONAL DETAILS:

Date of Birth : 27th April, 1983

Father' s Name : Bala Swamy P

Sex : Male

Marital Status : Married

Religion : Christian (Roman Catholic)

Linguistic abilities : English, Hindi & Telugu

SELF EVALUTION:

I have been a God fearing person searching for the will of God in all of my activities. Having been blessed with good intellectual capabilities, I have been a keen learner by seeking moral lessons from all experience of life. Values and legacies from my family are the foundations on which my personality thrives. Among them I rate loyalty, hard work, integrity the foremost.

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