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| *Curriculum Vitae* |  |
| Mrs. Surya Devi Acharya  Sharjah, U A E  **Mobile No: 971 55 4842077**  **Email:** [suryadevishankar@yahoo.com](mailto:suryadevishankar@yahoo.com) |

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| ***Total Experience*** | **Sixteen Years (16 years) Teaching Experience in CBSE School as**  **Senior Teacher and Assistant HOD (Humanities)**   * Teaching Economics in classes IX,X,XI & XII, * Teaching English & Social Science up to classes VIII  Examination Head, Management Committee Member,  * Compilation of Results of all sections of classes XI Commerce  Management Committee Member,  * Organising Both Cultural & Sports Activities, * Supervision & Orientation of teachers, * Counsellor for teachers & Students, * Assembly in-charge * Quiz Coordinator * Managing the correspondence of monthly magazines of different Publication, |
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| ***Gain From***  ***Experience*** | * **Coordinate & Manage large groups of students in major events** * **CBSE Examiner - Economics** * **Subject Average in Economics was 91.70% in year 2013-2014** * **Subject Average in Economics was 92.44% in year 2014-2015** * **Subject Average in Economics was 87.50% in year 2017-2018** * **Subject Average in Economics was 93.23% in year 2018-2019** * **Subject Average in Economics was 94.34% in year 2019-2020** |
| *Career Objective* | To achieve success in challenges through hard work and perseverance & to be loyal to the institution by performing my duties and undertaking responsibilities to the entire satisfaction of my superiors. And constantly look forward for challenging opportunities to enable me explore the best of my abilities. |
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| ***Educational Qualification***  ***Professional Qualification*** | * **B.ED –**   77%, Rajasthan University, 2011   * **CTET** - 2011 * **MBA (HRM) –**   64.38%, Symbiosis (SCDL), Pune, 2009   * **M.Com (Economic Administration &Financial Management)** **–** 66.67%, Rajasthan University, 2006 * **B.Com** **–**   60.33%, Rajasthan University, 2004   * **12th Class** **–**   66.80%, CBSE, 2001   * Working knowledge of MS Office 2007 (MS Word, Excel, PowerPoint)-from NIIT. * VISHARAD(Vocal Music), Bhatkhande Sangeet Academy, Lucknow * Basic Jewellery Designing, JPDC, 2001   Certificate Of Proficiency in MS Office (MS Word, Excel, PowerPoint) |
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| Professional Experience (In Reverse Chronological Order) | |

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| ***From April 2018 ~ Till Date*** | "Gems Millennium School – GEMS INTERNATIONAL GROUP (CBSE Affiliated Senior Secondary School)", Sharjah, UAE, in the capacity of Economics Teacher. |
| Job Responsibility | Class Teacher for XII Teaching Economics in Class XI and XII  * Teaching Marketing in Classes XI |

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| ***From June 2014 ~ February 2018*** | "Delhi Public School, Bangalore, South (CBSE Affiliated Senior Secondary School)"- K.K. EDUCATIONAL AND CHARITABLE TRUST, Konnanakute, Bengaluru, India, in the capacity of PGT – Economics. |
| Job Responsibility | Class Teacher for XI and XII Teaching Economics in Classes IX, X, XI & XII  * Attending CBSE Evaluation as Examiner * Organising Commerce Fest * Compilation of Results of all sections of classes XI Commerce * Coordinating for School Cultural Programs * In the session 2014-15 CBSE examination subject average in Economics was 92.44%. * In the session 2017-18 CBSE examination subject average in Economics was 87.50%. |

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| ***From July 2013 ~ June 2014*** | "Step By Step High School – JAYSHREE PERIWAL GROUP OF SCHOOLS (CBSE Affiliated Senior Secondary School)", Jaipur, Rajasthan, India, in the capacity of PGT – Economics, |
| Job Responsibility | Class Teacher for XII Teaching Economics in Classes XII & XI  * Attending CBSE Evaluation as Examiner * Compilation of Results of all sections of classes XI Commerce * 22 Students of Class XII Scored above 90% Marks in Economics in CBSE examination in the session 2013-14. |

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| ***From April 2012 ~ November 2012*** | "Our Own English High School – GEMS INTERNATIONAL GROUP (CBSE Affiliated Senior Secondary School)", Sharjah, U.A.E, in the capacity of Senior-Middle Teacher. |
| Job Responsibility | Class Teacher for VII Teaching Social Science up to classes VIII  * Organising Cultural Activities * Quiz coordinator |

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| ***From July 2005 ~ February 2012*** | "Jaipur School (CBSE Affiliated Senior Secondary School)", Vidyadhar Nagar, Jaipur, Rajasthan, India, in the capacity of Assistant H O D & PGT Economics Teacher. |
| Job Responsibility | Class Teacher for XI Teaching Economics in Classes XI & XII  * Teaching English & Social Science up to classes VIII * Examination Head, Acting as Management Committee Member * Organising Both Cultural & Sports Activities * Supervision & Orientation of teachers * Acting as Counsellor for teachers & Students * Acting as Assembly in-charge * Managing the correspondence of monthly magazines of different Publication |

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| ***From July 2004 ~ December 2004*** | "St. Francis Senior Secondary School", Near Gopalpura Jaipur, Rajasthan, as Social Studies & Business Studies Teacher. |
| Job Responsibility | Class Teacher for XI   * Subjects taught: "Social Studies" in Primary Classes, * Subjects taught: "Business Studies & Economics" for Classes XI & XII, |

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| **Personal Details** | | |
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| Name | Mrs. Surya Devi Acharya | |
| Date & Place of Birth | 20th June 1984 & Jaipur | |
| Nationality | Indian | |
| Husband’s Name | Mr. Jaya Shankar.M.A  (Mechanical Engineer) | |
| Sex | Female | |
| Marital Status | Married | |
| Languages Known | English, Hindi, Malayalam | |
| Permanent Address  References: | TC 54/239, Nemom Pappanamcode PO,  Trivandrum, Kerala, India  Mrs. Meenakshi Dhoundiyal (PGT- Accountancy, GEMS MILLENIUM SCHOOL, Sharjah, U.A.E) Phone No: 0097155-658-4412, Email ID- meenakshi.d\_gms@gemsedu.com  Mrs. Anu George (PGT-Economics), Delhi Public School- Bangalore South,  Karnataka, India- Phone No: 00919739886244, Email ID-  [anu1976feb@gmail.com](mailto:anu1976feb@gmail.com)  Mrs. Anita Ashok (HOD- Commerce & Humanities Dept.), Delhi Public School- Bangalore South, Karnataka, India- Phone No: 00919900516862, Email ID- [anitaashok3@yahoo.co.in](mailto:anitaashok3@yahoo.co.in) | |
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| Passport Details & Visa Status | | |
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| Passport No | K 7475673 | |
| Date of Issue | 05-09-2012 | |
| Place of Issue | Dubai, UAE | |
| Date of Expiry | 04-09-2022 | |
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| *The information provided above is true and correct to the best of my knowledge and belief* | | ***(Surya Devi Acharya)*** |

From

**Surya Devi Acharya**

Sharjah, U A E

**Mobile No: 971 55 4842077**

**Email:** [**suryadevishankar@yahoo.com**](mailto:suryadevishankar@yahoo.com)

Dear Sir,

**Sub: Application for the Post of Economics Lecturer".**

I would like to get my candidature registered for the post of Economics Lecturer. CV in respect of my qualification, experience etc. is enclosed for your reference.

I hope that the particulars detailed will suit your requirements for consideration of my candidature.

In case any further details are required, I will be happy to provide on hearing from you.

Yours faithfully,

***Surya Devi Acharya***

Sharjah, U A E

Date: 5th July 2021