

# Resume

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## Sunita Bhoj

# 1004 ,Tower-3  
Punchsheel Wellington  
Crossing Republic  
Ghaziabad

**Career Objective:** Seeking the position of an executive in an organization that will enhance my horizon of knowledge and give me the chance to exhibit both my ability and caliber in the organization.

### Skills:

- Ability to work with person of different attitudes and skills
- Excellent communication and ability to mix with children effortlessly
- Utilizing computer resources like the Internet.
- Ability to work under pressure

### Experience:

- One year teacher experience in Noida International School.
- 3 year teacher experience Indus Valley Noida.
- 17 month experience in Himalayan University (counsellor).
- One year experience in Black board Pvt. Limited.
- 2 year experience in Payinc Pvt. Limited (counsellor).

### Key Strengths:

- Honest.
- Kind
- Loving and Caring
- Extraordinary levels of Patience
- Enthusiastic
- Creative
- Dedicated
- Love of early childhood education
- Coordinate with other staff members to get the best results
- Strict when required

### Academic Qualification:

- Graduated from (Chatrapati Shivaji University Kanpur)

- NTT from Sanskar Institute, Noida
- **Bachelor of Education (B. Ed.)** SHARDA UNIVERSITY, Greater noida.
- **Bachelor of education in sociology (IGNOU)**
- Intermediate (10+2) (PCM) from Kanpur (UP Board)
- High School from Kanpur (UP Board)

## Workshop:

- Attended “**Children with Special Need**” Workshop conducted by resource personal “**SPECIAL EDUCATOR**” of **Rehabilitation Council Of India (RCOI)**.
- Attended a workshop “**Teacher in Education (TiE)**” conducted by a resource person from **Nation School of Drama (NSD)**.
- Attended a workshop of “**Clay Modeling**” conducted by a resource person from **Bal Bhawan**.

**Personal Details:** Using self-ideology for a better result in this field. I use of different technique for attaining the goal of the organization.

**Spouse Name** : Jagdish Bhoj (Software Engineer)  
**DoB** : 20-Aug-1981  
**Gender** : Female  
**Marital Status** : Married  
**Nationality** : Indian  
**Languages Known** : English & Hindi  
**Hobbies** : Drawing, Painting, Music, Computers works

### APENDIX

**The artifacts can be shown if asked**