

Gourisankaram

Ayaparampu 9074311360

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Alappuzha,Kerala

690517

**RADHIKA R**

An organized professional with proven teaching, guidance , counseling and administrative skills. Possess a strong track record on Translation From Malayalam To English and English to Malayalam. Ability to be a team player ,resolve problems and conflicts professionally. Looking to contribute my knowledge and skills in an Institution that offers a genuine opportunity for career progressions.

**Professional Experience**

* Designation : Headmistress
* Employer : Vagdevi Nikethan Vidyalayam(affiliated to Bharatheeya Vidya Nikethan)
* Duration : 1998-2007



* Designation : High School Asst
* Employer : Maria Montessori Central School,Ambalapuzha
* Duration : 2010-2011



* Designation : Administrative Officer(Academics)
* Employer : Maria Montessori Central School, Ambalapuzha
* Duration : 2011- 2015 January

1. Local translation agency : Doing translation works since 2015 June

Malayalam to English and English to Malayalam

**EDUCATIONAL QUALIFICATIONS**

* JDC
* 1st rank in5 Months training equivalent to BEd in Vidyabharathi nPrasikshana Kendra , Palakkad
* BSc BEd( Natural Science )
* MA Eng & MA Psychology course completed (distant)

**COMPUTER KNOWLEDGE**

* M S Office
* Malayalam typing

**PERSONAL PROFILE**

Name : Radhika.R

Father’s name : N Ramachandra Panicker

Sex : Female

Age : 46

DOB : 21.05.1971

Marital Status : Separated

Religion & caste : Hindu/ Nair

Languages Known : Malayalam & English

Declaration

I hereby declare that all information furnished above is complete and true to my knowledge and belief.

Ambalappuzha

03.08.2019