**KUMAR HITANSHU**

East Delhi, Delhi, India- 110092 C:\Users\kumar hitanshu\AppData\Local\Microsoft\Windows\INetCache\IE\KSPBP2YC\Location_dot_black.svg[1].png 9311746393 C:\Users\kumar hitanshu\AppData\Local\Microsoft\Windows\INetCache\IE\KSPBP2YC\Location_dot_black.svg[1].png [krhitanshu@rediffmail.com](mailto:krhitanshu@rediffmail.com)

---------------------------------------------------- PROFESSIONAL SUMMARY -----------------------------------------------

* Innovative and adaptable education professional seeking an advanced position in any social set up.
* Bilingual educator offering skills in communication, leadership and organization.
* Versatile content writer proficient in researching, writing and editing diverse content.
* Coordinated and diligent planner of activities, manager of the student behaviour and source of support for teacher needs.
* Committed to educational excellence and to foster an atmosphere of mutual respect and trust.

--------------------------------------------------------------------- SKILLS ------------------------------------------------------------------

\* Teaching/tutoring \* Documentation and reporting

\* Standardized testing \* Translation- English, Hindi, Bhojpuri

\* Varied lesson planning \* Creative imagination stimulation

\* Comprehensive briefing \* Proofreading skills- English, Hindi, Bhojpuri

\* Transcription and dictation \* Typing- English, Hindi, Bhojpuri (30- 40 wpm)

--------------------------------------------------------------- WORK HISTORY ---------------------------------------------------------

**TEACHER INTERN**

**G. D. Goenka Public School, Anand Vihar, East Delhi, Delhi- 110092**

* Observed more than 40 periods of various subjects delivered by skilled and prominent teachers to learn new strategies of teaching and communication skills.
* Delivered knowledgeable lectures to help students understand the roles of languages, nature of science, geopolitical issues, need of environmental awareness, the importance of digitalization etc.
* Planned, implemented, monitored and assessed instructional program.
* Put together immersive activities, political debates and special projects to promote student learning.

**TEACHER INTERN**

**Govt. Girls Sr. Secondary School, Yamuna Vihar, North East Delhi, Delhi- 110053**

* Promoted student learning with adaptable teaching, motivational and evaluation techniques.
* Prepared quizzes, tests and examinations to gauge how well students were learning.
* Facilitated thought-provoking classroom discussions to enhance understanding of lecture topics and break down preconceived notions.
* Put together immersive activities, political debates and special projects to promote student learning.
* Collaborated with teachers and administrators to discuss the academic needs of students.
* Observed individual behaviours and suspect actions, and reported issues to supervisory staff.

**TEACHER INTERN**

**Govt. Girls Senior Secondary School, Daryaganj, New Delhi, Delhi- 110002**

* Created new lesson plans based on course objectives and implemented.
* Documented student attendance and progress against goals.
* Developed activities and integrated technology to diversify instruction.
* Marked lesson notes, corrected errors and made useful suggestions on written assignments for improved writing communication performance.
* Prepared quizzes, tests and examinations to gauge how well students were learning.

**FREELANCE TRANSLATOR**

**Indira Gandhi National Open University, Maidan Garhi, Delhi- 110068**

* Translated Masters level English medium books into Hindi in Economics subject.
* Edited and proofread the contents whenever suggested.
* Participated in meetings and discussions to develop skills and share updates with the assistants in the department of SOSS, IGNOU.

------------------------------------------------------------------ EXPERIENCE ---------------------------------------------------------

**Secondary-level Teaching:** 7 consecutive years

**Freelance translation:** 4 consecutive years

**Content writing and blogging:** 3 consecutive years

------------------------------------------------------------------- EDUCATION ------------------------------------------------------------

**Bachelor of Education: 2018**

Maharshi Valmiki College of Education,

University of Delhi – New Delhi

**Master of Science: 2016**

Samastipur College,

Lalit Narayan Mithila University, Samastipur, Bihar

**Bachelor of Science: 2013**

U R College,

Lalit Narayan Mithila University, Samastipur, Bihar

--------------------------------------------------------------CERTIFICATIONS----------------------------------------------------------

**Diploma in Computer Application: 2016**

**Certificate in Teaching of English: 2016**

**Microsoft Office 2007 Specialist: 2014**

**Basics of Computer Applications, Sponsored by Govt. of Bihar: 2013**

----------------------------------------------------------- SOCIAL APTITUDE --------------------------------------------------------

* Attending various research colloquium, seminars and activities to gain through participation and collaboration.
* Favouring initiatives for educational and environmental awareness.

------------------------------------------------------------------- HOBBIES ---------------------------------------------------------------

Blog-writing and exploration