


# RACHNA

EDUCATOR

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## WORK EXPERIENCE

### Secondary School Teacher

Vidya Sagar Sr Sec School, Bhawar- Haryana

05/2021 - Present

#### Achievements/Tasks

- Developed the skills to manage a classroom, collaborate and design online and offline curriculum, conduct presentations, and communicate effectively within the school system.
- Create lesson plans according to students' academic needs. Design and categorized a course requirement outline for each lesson to determine learning techniques.

### Assistant Professor

Punjab Technical University, Mohali Campus

02/2019 - 12/2019

#### Achievements/Tasks

- Evaluate individual performance into critical and supportive student feedback after each class in a timely manner.

### Internship- B. Ed.

Strawberry Fields High School, Chandigarh

01/2020 - 05/2020

#### Achievements/Tasks

- Maintained class discipline, catered to the needs of slow learners, took extra classes in middle school.

### Internship - B. Ed.

Banyan Tree School Chandigarh

09/2018 - 12/2019

#### Achievements/Tasks

- Fostered student curiosity and interest in learning through hands-on activities.
- Planned, designed, and executed chemistry classes of high school students.

## EDUCATION

### Bachelor of Education

CHITKARA UNIVERSITY, Punjab

08/2018 - 07/2020

### Master of Science in Chemistry

PANJAB UNIVERSITY, Chandigarh

08/2016 - 08/2018

### Bachelor of Science (Life Sciences)

DELHI UNIVERSITY, New Delhi

08/2012 - 07/2015

## SKILLS

Differentiated Instruction, Lesson Planning

Classroom Management, MS Office Suite

## TRAINING & PROJECTS

Center of Innovative and Applied Bioprocessing (CIAB), Mohali

- Project - Rose oxide oil from Citronella oil (Semi-synthetic)
- Position- Trainee

Apex Hospital, New Delhi

- Training as Laboratory Assistant

Allele Life Sciences LTD.

- Training in Molecular Biology Techniques.
- Project: Genomic DNA analysis- DNA analysis from a plant, human blood, algae, fungus, and bacteria using Centrifugation, DNA testing.

## LANGUAGES

- English *Full Professional Proficiency*
- Hindi *Native Proficiency*

## CERTIFICATIONS

Microsoft Educator Center- Digital Citizenship Microsoft

Educator Center- Building Global Citizens

Microsoft Educator Center- Addressing Social issues in the classrooms

Accenture- Digital Skills: Artificial Intelligence

University of Leeds- Collaborative working in a remote team

Connecting Classrooms- ICT for International learning

Microsoft- Dyslexia Awareness, Dyslexia Awareness Part 2

Connecting Classrooms- Introduction to International Learning.

Microsoft- Mobile tools for Inclusive classrooms.