

CONTACT

🏠 Mumbai

✉ preetikasaxenaa@gmail.com

SKILLS

Soft Skills

Conflict Resolution	●●●●●
Communication	●●●●●
Decision Making	●●●●●
Organization	●●●●●
Problem Solving	●●●●●
Time Management	●●●●●

Technology

Canva	●●●●●
Google Classroom	●●●●●
Ibis Paint X	●●●●●
MS Excel	●●●●●
MS PowerPoint	●●●●●
MS Word	●●●●●

LANGUAGES

- ✓ English
- ✓ Hindi
- ✓ Marathi

PREETIKA SAXENA

PROFILE

A Passionate Early Childhood Educator who adores working with preschoolers. Deeply committed to providing quality education to children in their early years through positive child-centred learning environments

EXPERIENCE

- **January 2021 - Present** S.N.D.T. Laboratory Nursery School
Designation: Teacher
- **June - December 2020** University Department of Human Development, S.N.D.T Women's University
Designation: Intern

Tasks carried out -
 - Creating learning materials for children
 - Creating marketing material
 - Blogging
 - Documentation
 - Report writing
 - Planning webinars
 - Record keeping
 - Administrative work
- **August - October 2019** Sahabhaav
Designation: Intern

Tasks carried out -
 - Planning & Execution of activities
 - Observations & report writing
- **April - June 2018** Echoing Healthy Ageing
Designation: Trainee Facilitator

Tasks carried out -
 - Planning of client activity sessions
 - Execution of planned activities
 - Creating marketing materials
 - Creating activity kits for individuals living with Dementia
 - Internal documentation
 - Report writing

RELEVANT SUBJECTS STUDIED

- ✓ Child Development
- ✓ Communicating with Parents & Children
- ✓ Guidance during Childhood Years
- ✓ Early Childhood Education
- ✓ Creche Management & Infant Stimulation
- ✓ Psychology of Teaching & Learning
- ✓ Methods of Child Study
- ✓ Child Welfare
- ✓ Developmentally Appropriate Curriculum for Preschoolers
- ✓ Theories of Behavior & Development
- ✓ Issues in Early Childhood Education
- ✓ Child Rights
- ✓ Needs of Special Children

EVENTS ORGANIZED

- ✓ Summer Camp
- ✓ Parent - Teacher Meetings
- ✓ Khel Utsav
- ✓ Workshop for Adolescents
- ✓ Workshop for Parents
- ✓ Festival Celebrations
- ✓ National Conference
- ✓ Seminars
- ✓ Webinars

ACADEMIC HIGHLIGHTS

- 🎓 Dissertation
- 🎓 Designing & Developing a Book
- 🎓 Research Paper Presentation

EDUCATION

- 2018 - 2020 **M.Sc in Human Development**
Shreemati Nathibai Damodar Thackersey Women's University, Mumbai
- 2015 **B.Sc in Early Childhood Education**
Sir Vithaldas Thackersey College of Home Science (Autonomous), Mumbai
- 2015 **Higher Secondary Certificate (HSC)**
Sir Vithaldas Thackersey College of Home Science (Autonomous), Mumbai
- 2013 **Secondary School Certificate (SSC)**
Dr. Sarvepalli Radhakrishnan Vidyalaya, Malad, Mumbai