

**NAME: ATITHI LYALL**  
EDUCATOR/TEACHER

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226001

Indian, Christian

## Profile

I am an aspiring educator looking to build my career in an institution where I get an opportunity to improve my abilities as a teacher and sharpen my leadership skills while growing individually and professionally.

## EXPERIENCE

### ASSISTANT TEACHER

St Paul's College, Lucknow India.

November, 2021- January, 2022

- Taught lessons and concepts to pupils of grade 8 to 12 on a daily basis.
- Explained assignments and test instructions to boost student comprehension.
- Took attendance and kept track of evaluations and paperwork.
- Modelled acceptable behaviour and built rapport with students to aid in classroom management
- Prepared question papers for semester exams and graded them.

### PART TIME ASSISTANT

Assisted the President of Lucknow Christian College

October 2020- April 2022

- Took and transcribed dictations to prepare letters, summaries, or reports.
- Calculated product quantities and ordered new items.
- Arranged files and documents.
- Performed wide clerical and technical duties.
- Troubleshoot minor problems and reported larger technical issues.
- Greeted visitors upon arrival and directed guests to appropriate facility locations.

### FREELANCE CONTENT WRITER

Private Organisation headed by Mrs. Ruchira Sehdev.

2010 - 2014

- Collaborated with editor in charge to identify project style and tone.
- Adhered to diverse tone and style specifications in alignment with project requirements.
- Researched, edited and formatted content.
- Wrote articles on various topics as requested by client while meeting deadlines.

## EDUCATION

### BACHELOR OF EDUCATION

Christian Training College, Lucknow,  
India.

Division- First (2019-2021)

### MASTER IN ENGLISH

Isabella Thoburn College, Lucknow, India

Division- First (2017-2019)

### BACHELOR OF ARTS

Isabella Thoburn College, Lucknow,  
India.

Division- First (2014-2017)

### INTERMEDIATE (ISC)

Loreto Convent Intermediate College,  
Lucknow, India

Division- First (2014)

### HIGH SCHOOL (ICSE)

St Agnes' Loreto Day School, Lucknow,  
India.

Division- First (2012)

### INTERNSHIP

Lucknow Christian College School, Lucknow, India  
(February 2021-April 2021)

- Prepared lesson plans and teaching aids under supervision.
- Taught lessons to pupils and peers under a Professor's supervision.
- Observed seniors while they taught.

### AWARDS

- 'PRERNA' Award for meritorious student in Psychology (B.A), Isabella Thoburn College, Lucknow. (2017)
- National Service Scheme (NSS), (2015-2017) Government of India, Lucknow.

## EDUCATIONAL CERTIFICATES

### HISTORY OF ENGLISH LANGUAGE AND LITERATURE

SWAYAM (Study Webs of Active-  
Learning for Young Aspiring Minds)  
UGC Recognised.

### APPLIED LINGUISTICS

SWAYAM (Study Webs of Active-  
Learning for Young Aspiring Minds)  
UGC Recognised.

### CERTIFICATE OF MERIT FOR ENGLISH

Class XII, Loreto Convent, Lucknow, India.

### CERTIFICATE FOR FUTURESMART IN INFORMATION SYSTEMS (BASIC COMPUTERS)

NIIT, Lucknow. India

### NATIONAL LEVEL ONLINE E- QUIZ ON HIGHER EDUCATION AND ITS PROSPECTS IN PRESENT ERA

Secured 84%. Conducted by Integral University,  
Lucknow, India

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## WORKSHOPS AND SEMINARS / WEBINARS

- Attended a Workshop organized by Amity University, Lucknow, India, on Skill Development and Capacity Building of Future Teachers
- Participated in a two day International Conference on “English Literature and Language Education- Embracing Change in Covid Times” organized by Christ College, Kerala, India
- Participated in “Training workshop cum Faculty Development Programme on Disaster Risk Reduction” organized by National Institute of Disaster Management, Ministry of Home Affairs, Government of India, Delhi.
- Participated in an International Webinar “COVID19- A new Paradigm Shift in Pedagogical Practices” organized by Isabella Thoburn College, Lucknow.
- Participated in a National Webinar on “Emotional Intelligence” organized by Isabella Thoburn College, Lucknow.

## SKILLS

- Effective Communication
- Time Management
- Planning and organising
- Strong work ethics
- Leadership skills
- Problem Solving
- Basic Computer Skills (MS Office)

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## CO – CURRICULAR

- Participated in the College Day Play ‘Go Back for Murder’ at Isabella Thoburn College, Lucknow, India
- Office Bearer and Class Representative for PARNASSUS, Isabella Thoburn College, Lucknow.
- Participated in the play ‘Annie’ at St. Agnes’ Loreto Day School, Lucknow, India.
- Attained First and Second position at various school debates.
- Participated in group singing competitions at school level.