

## **SHIVANI SHARMA**

**Communication Add: 25 Asian paint colony – I, Dankaur station, Greater Noida (U.P) 203202**

**Email Address: [shivanisharmaacl@gmail.com](mailto:shivanisharmaacl@gmail.com)**

**Contact Number: 6399649006**

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### **CAREER OBJECTIVE**

To attain success in the teaching & management field by blending academic knowledge and practical approach along with my skills and abilities to improve organizational and an individual performance and to establish myself in corporate world.

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### **PROFESSIONAL EXPERIENCE**

- PGT Political Science in Oxford green public school, Greater Noida (From February 2022 to march 2023)
- Lecturer (GS / GA) in Mahendra Educational Pvt Ltd (From August 2019 to February 2021)
- Teacher Social Science in R.K Educational school, Sikandrabad (From August 2017- February 2018)

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### **JOB PROFILE**

- Lectures on Political Science of Boards CBSE and State Board exams
- Lecturers on GS/GA for competitive exams like BANK, SSC & railway etc.
- Planned, developed, content writing and utilized a variety of instructional materials and aids appropriate for classrooms

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### **Competitive Exams Experience**

- Appeared in Civil Services Exams like UPSC, State PCS etc.

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### **EDUCATIONAL QUALIFICATIONS**

- M.A. in Political Science (pursuing) from in IGNOU (2021-2023)
- M.Com (COMMERCE) from CCS University in 2020
- B.com from CCS University, MEERUT in 2018
- Intermediate from CBSE Board in 2015
- High school from CBSE Board in 2013

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## CORE COMPETENCIES

- Strong Oral & Written communication, Strong Interpersonal skills,
- Problem solving approach, Analytical Mind,
- Time Management, & Enthusiastic

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## COMPUTER SKILLS

- Basic knowledge

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## PERSONAL DETAILS

Name : Shivani Sharma  
Father's Name : Mr. Sanjeev Kumar Sharma  
Date of Birth : 13/10/1997  
Languages known : English & Hindi  
Sex : Female  
Strengths : Decision maker, self-confidence & Good Health  
Marital Status : Unmarried  
Hobbies : Watching Documentaries, Plying Chess & Badminton  
Address : 25 Asian paint colony -I, Dankaur station, Greater Noida, (U.P.) - 203202

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## DECLARATION

I solemnly declare that aforesaid details are true to my belief and conscience.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

(SHIVANI SHARMA)