

CURRICULUM VITAE

RANJANA DUTTA (M.A.)

Mobile No. : - + 919625488417

Address :- H. No. 127

Ashok Nagar, Ghaziabad

Pin Code :- 201001

➤ OBJECTIVE

An organized professional with proven teaching, guidance, and counseling skills. Possess a strong track record in improving test scores and teaching effectively. Ability to be a team player and resolve problems and conflicts professionally. Skilled at communication complex information in a simple and entertaining manner. Looking to contribute my knowledge and skills in a school that offers a genuine opportunity for career progression.

➤ PROFESSIONAL QUALIFICATIONS

- Good listening and understanding skills.
- Good problems solving skills.
- Ability to rapidly build relationship and set up trust.
- Confident and Determined.
- Ability to disciplined and loyal.

➤ EDUCATIONAL QUALIFICATION

Qualification	School/University	Board	Year	Percentage
High School (10 th)	Nagar Palika Balika Inter College , Ghaziabad	UP	2014	74.00%
Intermediate (12 th)	Sushila Girls Inter College , Ghaziabad	UP	2016	72.00%
B.Sc (PCM)	Ram Chameli Chadha Viswas Girls College , Ghaziabad	CCSU	2016 -2020	60%
M.A. (Sociology)	MMH College , Ghaziabad	CCSU	2020 -2022	50%

➤ SKILLS

- Hard Working
- Positive attitude towards work

➤ EXPERIENCE

- 2 years

➤ **PERSONAL DETAILS**

Date of Birth	12 January 1999
Father Name	Anil Dutta
Mother Name	Neelam
Nationality	Indian
Languages Know	English & Hindi
Marital Status	Unmarried
Interest & Hobbies	Learning New Things, Solving Quiz & Puzzles and Internet Browsing.

➤ **DECLARATION**

I do hereby declare that the above information is true to the best of my knowledge.