



ANJANA P



anjana.jahanara@gmail.com



8289958963



10/712 Hari Sree Green View, Vadakkumuri, Kannadi PO, Kerala 678701

EDUCATION

Master of Social Work: Medical And Psychiatry
Nehru Arts And Science College, Coimbatore TN,India, March 2016

- Percentage - 78.4%
- Year 2014- 2016

MAJOR PROJECT

- A study on the social and Psychological problems faced by the Dyslexic Children

Bachelor of Arts: History
Govt Victoria College(Calicut University), Palakkad KL, India, March 2014

- Percentage 82%

PROFESSIONAL SUMMARY

Dedicated Educator committed to creating stimulating, encouraging and supportive classroom atmosphere for all students. Passionate professional offering five years experience in education and counseling. Skilled in classroom management and lesson planning. Adept at building productive relationships with students, faculty and parents.

CORE QUALIFICATION

- Teaching
- Counseling Skill
- SPSS (Statistical Package for the Social Sciences)
- MS (Word,PowerPoint,Excel)
- Windows Operating System-11
- Medical Coding(Basic)

WORK HISTORY

March 2017 - August 2022

Universal College of Commerce and Management Studies - Vice Principal/Teacher/Student Counselor , Koonathara, Palakkad, India

- Interacted positively with pupils, families and staff to demonstrate conduct expectations of teaching and administrative personnel.
- Worked with parents to help improve student behavior and academic performance.
- Counseled students working through educational, personal and behavioral problems.
- Adapted classes to meet requirements of special needs children.

March 2019 - March 2021

Maryam Girls Campus - Political Science Teacher/Student Counselor/Coordinator, Koppam,Palakkad, India

- Encouraged students to persevere with difficult tasks to prepare

- Year 2011-2014

MAJOR PROJECT

- **The History of Aaryankavu Pooram**

- Got the proficiency prize for **outstanding academic performance during the year 2012-2013**

Plus Two: Humanities
Govt Moyan Model Girls HSS(State Board of HSE), Palakkad KL, India, March 2011

- Percentage - 80%
- Year (2009-2011)

SSLC

Govt Moyan Model Girls HS(Board of Public Exam), Palakkad KL,India, March 2009


- Percentage - 78%
- Year 2008-2009

LANGUAGES


English

 Upper intermediate (B2)


Malayalam

 Bilingual or Proficient (C2)

Hindi

 Intermediate (B1)

Tamil

 Elementary (A2)

for later learning.

- Employed mix of advice, criticism and encouragement to help students learn and grow.

April 2016 - May 2016

CHILDLINE - Block Placement Trainee , Palakkad, India

- Interviewed patients and patients' relatives to compile detailed social and psychiatric information.
- Maintained thorough case history records and wrote detailed reports outlining observations, diagnoses and treatment plans.
- Performed psychosocial assessments and documented casework.

December 2015 - February 2016

Crescent Hospital - Field Work Trainee, Alathur, Palakkad , India

- Communicated with patients about healthcare needs, worries and issues, offering helpful advice and effectively solving problems, improving patient wellbeing.
- Built strong relationships and trust with patients by providing continuous support and delivering best possible care.

June 2015 - September 2015

Serene Ninan's Mental Health Centre - Field Work Trainee, Palakkad, India

- Evaluated patient behavior, moods and other responses to determine correct diagnosis and devise treatment plans.
- Maintained thorough case history records and wrote detailed reports outlining observations, diagnoses and treatment plans.

December 2014 - March 2015

Families For Children Orphanage - Field Work Trainee, Podanur, Coimbatore, India

- Planned creative activities for children to encourage learning development and skills.
- Supported children with problems as they arose, such as learning, personal and emotional issues.

PROFESSIONAL QUALIFICATION

- Qualified UGC N.E.T Examination December-2018(Social Work)

CERTIFICATION COURSES

- Has Attended the Course on Counseling and Guidance Add-On Course(**Approaches to Counselling and Psychotherapy**) Organized by Department of Social Work, Nehru Arts & Science College, Coimbatore. In Association with Asha Counselling and Training Services
- Neuro Linguistic Programming Organized by Department of Social Work ,Nehru Arts & Science College , Coimbatore.
- Range of Medical And Psychiatry & Human Resource Management in Social Work Practice Program Organized by Department of Social Work, Nehru Arts and Science College Coimbatore.
- Nehru Outbound Training for Leadership Excellence. Coimbatore
- Employability Enhancement Programme of Key Mind Learning India Private Limited. Coimbatore

SKILLS & STRENGTH

- Aptitude In Arts Such As Singing, Acting, Writing Poems Etc.
- Loyalty And Dedication Towards Profession
- Good Communication & Inter Personnel Management Skill
- Quick Learner
- Positive Attitude
- Counseling Skill
- Adaptability To New Technology

PERSONAL DETAILS

- Date of Birth - 23 February 1993
- Sex - Female
- Nationality - INDIAN
- Marital Status - Married
- Religion - Hindu