

RESUME

Mrs. Kakoli Chakraborty

31/3, B.M. Sarani,
Block – J, New Alipore,
Kolkata – 700053.

Mobile : 9831303362

E-mail : kakoli215@yahoo.co.in

Career Goal: As a faculty, I want to impart the best training to my students with dedication, honesty and sincerity .

Work Experience:

❖ January 2012 – Present:

Have been imparting **online teaching** to students of India and abroad for more than 4 years.

❖ July 2006 – Present :

Have been teaching **IELTS, TOEFL, GRE, Communicative English** to Students of all levels --- Basic, Intermediate, Advanced, **Personality Development, Resume Writing, Telephone skills, Interview skills, Neutral Accent & Voice training, Presentation Skills** at ENGLISH CENTRE, New Alipore.

❖ May 2008 – January 2013 (Part Time) :

Had taught Communicative English to students of Arena Multimedia on a part-time basis .

❖ November 2005 - December 2005 :

Had worked in an International Call Centre, Vishnu Solutions (U.K. part time shift) for one month .

❖ July 2003- August 2005 :

Had worked as an Insurance Advisor in ICICI Prudential Life Insurance Company for two years .

Educational Qualification:

December 2015 : Completed **TESOL** 120 Hours In Class Certification from **The AMERICAN TESOL INSTITUTE .**

June 2013 : Completed **Masters in English** from IGNOU University with 53% marks .

May 1991 : Passed Graduation from Calcutta University with Economics, History, Education and Compulsory Additional (English) .

June 1985 : Passed Higher Secondary Examination from West Bengal Board with science with 50% marks .

June 1983 : Passed I.C.S.E. from St. Agnes' Convent Howrah with 70% marks.

Computer Skills : Completed a 48 hour (Vidya) Computer Course from Aptech & a one year Diploma in Multimedia Course from Arena Multimedia.

Personal information:

Husband's Name : Sudip Chakraborty.

Date & Place of Birth : 6th June 1967, Howrah .

Interests : Reading newspapers, listening to old film music and watching thrillers .

Languages Known : English, Bengali , Hindi and Spanish (Basic level).

Date:

Place: Kolkata

(Kakoli Chakraborty)