



AMANDEEP KAUR

Targeting Lectureship /Teaching as an Accountancy (Commerce) Faculty in Renowned schools.

Location Preference: Ahmedabad

✉ bhatia.aman.2992@gmail.com

📞 +91-8054091950

Profile Summary

A competent professional with over 17 months of experience as a teaching faculty for Accountancy and Business studies. Skilled in Basic knowledge of MS office (Elementary), Internet, Facilitating E-teaching sessions , Class In-chargeship, Effective communication skills, Delivering motivational discourse Documentation and records with meticulous planning.

Education

- **Bachelor of education in Commerce & Economics** from Guru Nanak Dev University, Amritsar in 2017
- **Post-Graduation (Master of Commerce)** from Guru Nanak Dev University, Amritsar in 2015
- **Bachelor of commerce** from Guru Nanak Dev University, Amritsar in 2013

IT Skills

- 🔗 MS Office (Elementary) and Internet Applications

Soft Skills

Motivator

Team Player

Analytical

Collaborator

Communicator

Planner

Skill Set

Accountancy

Business Studies

In-charge ship

Reporting & Documentation

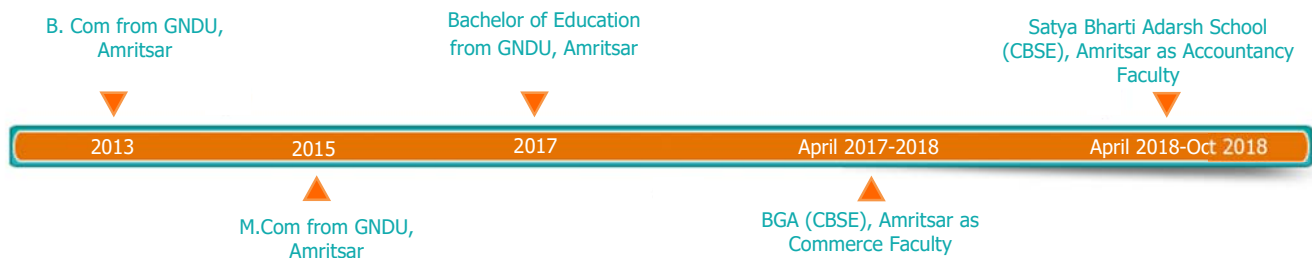
Art skills

Time management

Workshop Attended

- 🔗 Attended workshop on Capacity Building Programme,
 - ✓ Classroom Management
 - ✓ Business Studies
 - ✓ Accountancy
 - ✓ Career Guidance.

Career Timeline



Work Experience

Apr'17 – Apr'18: Bhai Gurdas Academy Amritsar
Commerce Faculty



Key Result Areas

- As a commerce faculty taught almost all the subjects pertaining to Commerce including Accountancy and Business Studies.
- Maintained and tallied the accounts and records of the students.
- Indulged in teaching services as well as accounts and miscellaneous. Pro-actively and successfully led the team of High School students to participate in various inter and intra school literary events and competitions.

Apr'18 – Oct'18: Satya Bharti Adarsh School, Amritsar
Accountancy Faculty



Key Result Areas

- As a commerce faculty taught almost all the subjects pertaining to Commerce including Accountancy and Business Studies.
- Maintained and tallied the accounts and records of the students.
- Indulged in teaching services as well as accounts and miscellaneous. Pro-actively and successfully led the team of High School students to participate in various inter and intra school literary events and competitions.
- Successfully conducted school examination for senior secondary as an active member of School Examination Team.

Awards & Accolades

- Secured First and Third position consecutively in Oct 2015 & 2016 in Caricature (Fine arts) held at GNDU Amritsar.
- Secured First position in Caricature (Fine arts) held at Khalsa University Amritsar (Inter College competition).

Hobbies

Cooking and Arts.

Personal Details

Date of Birth: 29th April, 1992
Languages Known: English, Hindi & Punjabi
Address : Ahmedabad, Gujarat