Mariamma Mathew

MA, B.Ed. in English Language and Literature

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**PERSONAL SUMMARY:**

I consider myself a self-disciplinarian with a strong work ethic, who has a flexible disposition to take on any role, especially that of a team leader and coordinator. I am also a fast learner, and a keen planner focusing on targeted performance. I have good communication skills and demonstrate teaching, team building, and leadership abilities.

I work as a senior ESL lecturer at Modern College of Business and Science. I am a member of the Curriculum Assessment and Evaluation Committee. My contribution to the department includes coordination (2009-2024) and preparing course syllabi and exams for the foundation program. Additionally, I am a strong communicator and mentor (both teachers and students). I excel at building positive relationships with students, supporting their academic and personal growth, and preparing them for future challenges. I am also a member of the Graduation Committee and an active member of the Faculty Support Committee. Additionally, I have been honored with the Best Instructor Award for the year 2024.

**CAREER PROFILE:** A systematic and result-oriented convent-educated Senior English Lecturer with 26 years of professional experience in teaching English and capable of making a significant contribution to the institution with expertise in providing quality teaching, motivation, support, and assessment for the students.

**KEY SKILLS & COMPETENCIES:**

* Good communication skills, hardworking
* Excellent teaching and monitoring skills
* Good team spirit
* Computer literate: Microsoft Office & PowerPoint
* Efficient in teaching, preparing, and maintaining records of the course materials
* Capable of guiding students in their project or academic work
* Efficient in preparing course syllabi and exams for various courses
* Excellent coordination skills
* Expert in curriculum development and assessment

**EDUCATIONAL QUALIFICATION:**

* **S.S.C** (Secondary School Certificate): Maharashtra State Board of Secondary Education, Mumbai (1987)
* **Pre-Degree**: University of Kerala (1989)
* **B.A** (English Language and Literature): University of Kerala 1992
* **M.A** (English Language and Literature): University of Kerala 1995
* **B.Ed.** (Bachelor of Education in English Language): Mahatma Gandhi University (1997)
* Passed **SET** (State Eligibility Test for Higher Secondary Teachers conducted by the Government of Kerala (2000)

**CAREER HISTORY:** Professional Experience of more than 26 years.

**Gulf Experience: (23 years)**

1. Modern College of Business and Science (MCBS)

Duration: 18 years (2007 – to date)

 Designation: ESL Senior Lecturer

2. College of Banking and Finance (CBFS)

 Duration: 6 months (2007)

 Designation: Part-Time English Lecturer

3. Ministry of Education Oman

 Duration: 5 years (2002 – 2007)

 Designation: English Language Teacher

**Experience in India: (4 years)**

1. CMS Higher Secondary School (CMSHSS)

 Duration: 3 years (1999- 2002)

 Designation: English Language Teacher

2. Marthoma Residential School

 Duration: 1 year (1998- 1999)

 Designation: English Language Teacher

**PROFESSIONAL ACADEMIC INTEREST:**

* Professionalism and Motivation
* Teaching Techniques and Pedagogy
* Teacher Relationship with Colleagues
* Technical Know How

**EXTRACURICULAR INTEREST:**

* Outdoor Activities (Sports)
* Hospital Volunteering
* English Club
* Community Service
* International Food Club
* Environmental Club

**PERSONAL DETAILS:**

Citizenship, ID: Indian; Passport No: P 0731070; Civil ID- 66482758

Languages Known: English, Hindi, Malayalam

Date of Birth: 20 August 1971