

HIRAL THAKER

Current Location: Abu Dhabi

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Key Skills:

Fluent with MS office, fluent english speaking skills, Canva.

Followed the pedagogy of Howard Gardener- Multiple Intelligence- followed Jolly phonics and Letterland

Interests:

- Passion towards working for and with children.
- Passion in all the projects, content and developing curriculum for children.
- Good communication skills with parents and children.

Professional Experience (8years)

Senior Kindergarten teacher at Cygnus World School, Vadodara- Apr'2023 to Apr'24

- Planned and executed the set curriculum for the week.
- Planned different art activities and taught about different artists such as Jivya Mahashe, Jackson Pallock etc.
- Planned different games and events for children as a part of the school curriculum
- Conducted morning rhyme and story sessions for children.
- Took Parent teacher meetings.

Pre School Coordinator at Global Discovery School, Vadodara - Jul' 22- March 23

- Headed the preschool department of the school, as a head planned and executed curriculum for all the three classes (Nursery, Jr.Kg and Sr.kg).
- Took morning sessions, rhyme sessions, and story sessions.
- Planned different festivals and introduced Halloween to the children, also planned different activities and events for all the three classes.
- Took interviews and was a part of the recruitment for Jr.Kg
- Prepared different activity sheets for the children.
- Took Parent teacher meetings.

Project Coordinator for Baroda Citizen Council (Ngo, Vadodara) Dec'21 to Jun'22

- Was the project coordinator for Specially abled children's Daycare.
- Planned the monthly budget for the project.
- Organized different events and health camps for Specially abled children.
- Also organized the donation camps for the children.
- Planned daily activities and curriculum for the specially abled children.

Senior Kindergarten Teacher at Kidzee Preschool (L&T Vadodara) March 21- Dec'21.

- The center was a start up and opened during Covid-19
- Took online classes for Sr.kg children
- Took Parent teacher meetings and gave feedback of children
- Planned and executed activities for the week according to the set curriculum.

The Learning Curve - Pune, Aug'15 to Dec'19.

Curriculum and Operations Coordinator, The learning curve, Pune

- As a part of the Curriculum and Operations team for Pune.
- Our team was tasked with coordinating all the main events of the school such as Annual function and orientation, and performing quality checks.
- Supervised the curriculum conducted in the class for the respective zones and sent a detailed report for the same on a weekly basis.

Sales Head, Pune, The learning curve, Pune

- As a part of the sales team, I used to handle all the marketing activities of all the 7 centers in Pune, also regularly coordinating the daily sales target for each center.
- Maintaining a detailed excel sheet of each center on the sales target along with using the ERP system designed for the company.

Counselor at the Nigdi Center, The learning curve, Pune

- As a counselor for one center, I managed parental communications.
- Also coordinated all the center operations such as maintaining student records, teacher's salary, center needs and ERP.
- I also checked on the daily operations of the center, managed the admission procedures and handled parents' queries, and organized various center events. Also organized in-house marketing events for the center.

** Also helped set up the Shanti Junior Franchise at Ravet, Pune, for 3 months.

Educational Qualifications:

| Sr.No | Qualification | Institutions Name | University/Board | Percentage |
|-------|--|--------------------|----------------------------|------------|
| 1 | M.Sc in Communication Media for Children | S.N.D.T Pune, | Dim University | A grade |
| 2 | B.sc in Human Development | S.N.D.T Pune, | Dim University | B+ Grade |
| 3 | HSc (12th) | S.N.D.T Pune, | State Board of Maharashtra | 62% |
| 4 | Ssc (10th) | Vidya Niketan Pune | State Board of Maharashtra | 55% |

Certificates

Gained a certificate from Future Learn, on the subject: Teaching phonics in a preschool set up. It was an online course.

Other Activities and Skills

- Conducted "Bal Mela" and Media Literacy programs for children of the "SwaroopVardhani" NGO,
- Organized a film festival geared towards women and children in collaboration with IAWRT.