

# VIJETA DAHIYA

📍 158, Green Hill Apartments, Pkt.1,  
Sec.23, Rohini, New Delhi

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📅 Date of Birth.12 Feb 1988

☎ 8860428906

♂ Gender. Male

## SUMMARY

For the post of a teacher supposed to be coaching students for SSC-CGL Exam, who would be a better contender than the one who has cleared that exam himself? Meet Vijeta Dahiya, who scored rank 357 in SSC-CGL 2011, and was thereby appointed to the Ministry of External Affairs.

In addition, I have taught for brief periods at Pathshala Coaching Centre, South Ex (Delhi), Vikalp Foundation's Free Coaching Programme for Rural girls, and personal tuition to several students. My penchant for Mathematics imparted to me an in-depth understanding of Mathematical concepts, while my fluent English could be ascribed to my education in a convent school, reading hundreds of English novels and watching English movies.

I firmly believe that the management and students would be glad to have me on board as a teacher of Mathematics and/or English. Expected remuneration – Rs.1,00,000 per month / 4-days-a-week.

## EMPLOYMENT HISTORY

Nov 2012 – Jan 2016 ● **Assistant Section Officer, Ministry of External Affairs**  
New Delhi

July 2009 – April 2010 ● **Supply Chain Planner, Ranbaxy Laboratories Limited**  
Gurgaon, Haryana

## EDUCATION

June 2009 ● **B.Tech. - Delhi College of Engineering**  
Production and Industrial Engineering

March 2005 ● **Class XII – Delhi Public School, R.K.Puram**  
Score – Maths – 97/100, English - 89/100

March 2003 ● **Class X - Holy Child School, Sonapat**  
Score – Maths – 96/100, English – 92/100

## SKILLS

- Vibrant personality and Sense of Humour
- Crystal-clear Conceptual Knowledge of Mathematics
- Excellent English Grammar, Pronunciation and Vocabulary
- Making studies interesting with Suggestion-based learning
- Motivational skills to boost the students' confidence