

RESUME/CV



Anitha Ch. Momin

Deeply committed for supporting teachers and students. Experienced in grading tests and homework, distributing class-related materials and assisting with administrative tasks. Friendly and proactive with problem-solving, communication and strategic planning skills. Energetic with in-depth knowledge of subjects. Provides feedback to students. Offering good mentoring, leadership and organizational abilities.

Personal Info

Address	Diringgagre P.O. Dakopgr e Tura West Garo Hills Meghalaya-794101
Email	mominanitha@gmail.com
Mobile	8731861084
Date Of Birth	11/03/1984
Gender	Female
Father's Name	Jemson A. Sangma
Mother's Name	Sulgeni Ch. Momin
Marital Status	Married
Husband's Name	Sengban M Momin
Tribe	Garo
Nationality	Indian
Religion	Christianity
Language	Garo, English, Hindi

SKILLS

Student Counseling
Student management
Classroom Management
Classroom Presentations
Curriculum development
Lesson Planning
Organizing
Career Advising
Teamwork
Motivation

WORK EXPERIENCE

Assistant Teacher

St. Claret Secondary School | February 2010 to May 2010

- Helped students to learn their lessons effectively.

Assistant Lecturer

Don Bosco College, Tura | September 2010 – August 2017

- Initiated and facilitated classroom discussions.
- Reviewed teaching activities, identified, and implemented strategies to improve student learning outcomes.
- Developed easy and open rapport with students to encourage engagement and academic progress.
- Provided constructive and timely feedback to students to advice on areas of concern and suggest improvements.

Headmistress

Trinity Secondary School, Williamnagar | August 2017 – April 2019

- Participated in meetings to discuss new opportunities.
- Developed team communications and information for meetings.
- Followed all policies, regulations, dress codes and schedules.
- Performed administrative duties, including financial accounts.

Assistant Lecturer

Don Bosco College (Higher Secondary Section), Tura
June 2019 – September 2020

- Initiated and facilitated classroom discussions.
- Developed easy and open rapport with students to encourage engagement and academic progress.
- Provided constructive and timely feedback to students to advice on areas of concern and suggest improvements.
- Maintained punctuality to help students and to provide efficiency.
- Supported positive image of the college by being responsive and promptly responding to requests and inquiries.

Assistant Lecturer

Don Bosco College, Tura | 30 September 2021 Till Date

- Initiated and facilitated classroom discussions.
- Developed easy and open rapport with students to encourage engagement and academic progress.
- Maintained punctuality.

EDUCATION

SL NO	Qualification	Name of the Institution	Board/ University	Year of Entering	Year of Leaving	Percentage /Grade	Division	Subjects Taken
1	SSLC	Government Girls' Higher Secondary School, Tura	MBOSE	2001	2001	38.6%	III	Eng. Garo, SS, Math, SC, H.Ed.
2	HSSLC	Government Girls' Higher Secondary School, Tura	MBOSE	2001	2003	48%	II	Eng. Garo, Eco, His, Geo.
3	B.A(Garo)	Don Bosco College, Tura	NEHU	2003	2006	61.12%	I	Garo(M), Eco, His, Eng, GSL, M&E
4	M.A(Garo)	NEHU, Tura Campus	NEHU	2006	2008	53.94%	II	Folklore, Criticism, Indian Lit.in Eng, Tragedy as Lit.genre

5	B.Ed	Don Bosco College, CTE, Tura	NEHU	2008	2009	63.28%	I	TES, EPS, DES, ETM, His, SS, EVS
6	NET	University Grants Commission, New Delhi	UGC NET	2010	2011	53.66%	II	Folk Literature
7	Ph.D	NEHU, Tura Campus	NEHU	2020	(2025)			Creation & Origin Myths in A-chik Literature