



Jeny Sabu PG in child psychology, PG in school psychology (ongoing) , BEd (ongoing) Diploma in Montessori Education, PGHRM , BBA (HR), India

📞 :971582953484

✉: Jenysabu@gmail.com

OBJECTIVE:

One of my lifelong career goals has been to work outside of my home country and gain exposure to different cultures and work environments giving both mental as well as financial satisfaction thus leading to my professional growth. I believe that working in Dubai would provide me with an excellent opportunity to achieve this goal, and I am excited about the prospect of contributing to your organization's continued success.

PROFESSIONAL SUMMARY:

- Excellent Communication Skill.
- Quick learner with abilities to work in a team environment and work under strict deadlines.
- Ability to take initiatives as vision and drives that vision to a better Quality Organization.
- Good at coordinating things.
- Hospitality
- Interpersonal Skills
- Attitude and ability to learn new things
- Training

PROFESSIONAL EXPERIENCE:

- Working as an Early childhood educator in “THE CHOICE INTERNATIONAL SCHOOL” May 2018 till date (5 years)
- Worked as an Early childhood Educator in Common Grounds International Academy for 3 months.
- ASAP PART TIME Dec 2015- Jan 2018
Worked as a Skill Development Executive in Govt Ambalamugal School (ASAP Kerala Government program.)

EDUCATION:

2018: PG In International Montessori Education

2016 : PGHRM (Symbiosis)

2014 : BBA in Human Resource Management,

2022- BEd on going, 1 year completed- ongoing

2020- PG in Child psychology/ school Psychology- ongoing

Providence Women's College, Calicut

2011 : 12th – Kendriya Vidhyalaya, Calicut

2007 : 10TH – Kendriya Vidhyalaya, Calicut

CERTIFICATE COURSES:

HI- IMPACT LEADERSHIP BLUE PRINT FOR SUCCESS PROGRAMME

2014 (6th-8th Feb)

Got recognized for successfully completing Hi Impact Leadership Blue Print For Success Programme conducted by Qualified learning system, trained by **Mr. SHIV KHERA**, (an Indian author of self-help books and activist) in Rajagiri Business School).

TRANSFORMATIONAL RESIDENTIAL TRAINING PROGRAMME

2014 (10th-13th September)

Did four day Transformational Residential Training Programme, for **ASAP** trainers conducted by higher education Department by (an author & activist from Kerala) **MR RAHUL EASWAR** in Thiruvananthapuram.

TRAINERS PROGRAMME IN CUMULATIVE ENGLISH AND BASIC IT SKILLS

2014 (15th May- 4th June)

Successfully Completed 21 Days Residential Training Of Trainers Programme In Cumulative English And Basic It Skills held at Government college Madapally as part of (ASAP) Kerala with 156 score out of 200.

LIFE SKILL TRAINING PROGRAMME ON INNOVATION AND CHANGE MANAGEMENT

2013 (October)

Completed Eight Hours of Life Skill Training Programme on Innovation and Change Management conducted by Hyades Trainers and consultants of people pro.

Workshop on Career Development

2013 (11th-13th March)

Completed Three- day workshop on Career Development organized by university employment information and guidance bureau, university of Calicut in association with career guidance centre.

Personality Development and communication Skills development programme

2012 (1st August)

Completed Ten Hours of personality Development and communication Skills development programme with B Grade conducted by People Pro.

E- Commerce

2011 (27th July)

Completed certificate course in E- commerce with B Grade from Providence women's college

OTHER ACADEMIC PURSUITS:

- Member of the Event management committee for National Thanksgiving Day in Honour of Canonization of St Kuriakose Elias Chavara CMJ and St Euphrasia Eluvathingal CMC at Rajagiri valley campus, Kochi on November 29, 2014. My role in the committee was to invite and lead the VVIP'S in to their respective places and to manage the entire VVIP Section.
- Member of HR and finance team of Inflore 2014. Inflore is the Annual management fest of Rajagiri business school. My role was to prepare a report on the entire Event of HR and Finance.
- **Student Editor** in Providence Women's college for the academic year 2013- 2014
- **Association Secretary** of the BBA department in Providence Women's college for the year 2013-2014
- Did **Anchoring** for various programs in college as well as various functions of the college
- Managed the intercollegiate and intra collegiate management fest Aagratha in 2013 and 2014

CO-CURRICULUM ACHIEVEMENTS:

- Cleared APTIST ILTES (British English language) test with 156 marks out of 200 (Writing- 46, Speaking- 40, Listening-38, Reading-32)- 2014
- Second prize in English drama – Inter zone competition – 2013-2014
- Second prize in English drama – B-zone competition-2013-2014
- Published a book for youth- “GUYS OFF THE TRACK” 2013
- Third Place in national level Creatix competition held at Christ college Bangluru- 2013
- First place for intercollegiate brand war and Window Dressing competition held at providence women’s college. 2013- 2014
- First prize in western music – B-zone competition- 2012-2013
- First prize in western music - B-zone competition- 2011-2012
- First Prize for Intra collegiate Window Dressing Competition Held at providence women’s college in- 2011
- Compiled a book for kids “A,B,C,D learn me fully”- 2012
- Member of Event Management Committee for National Thanks Giving Day by Rajagiri

PERSONAL PROFILE:

| | |
|-----------------------|---------------------------------------|
| Date of Birth | : 26 December 1993 |
| Age | : 29 years |
| Flexibility to travel | : Open |
| Availability | : Immediate |
| Nationality | : Indian |
| Marital Status | : Married |
| Blood group | : O- |
| Father’s Name | : Sabu Varghese (EX- Asst HR Manager) |
| Language Proficiency | : English, Hindi and Malayalam |