



YOGITA

☎ 8708484585

✉ yogitaashishmalik@gmail.com

PROFILE

Experienced education professional with 4 years in teaching and student counselling. Skilled in PTE training, school-level teaching, and guiding students through visa and admission processes for international education.

EXPERTISE

- Student support
- Communication skills
- Social media handling
- Admission Counselling

REWARD

Trump Overseas / 2023
The Best Employee of the Year

LANGUAGES

English

Hindi

EXPERIENCES

Nexa Consultant | April 2024 - Present

Senior Counsellor / PTE Trainer

- Trained students for PTE exams.
- Guided on course and country selection.
- Managed visa and admission process.
- Handled student files and documents.

Trump Overseas | Dec 2022 - March 2024

PTE Trainer and Counsellor

- Conducted PTE coaching sessions.
- Advised students on study options abroad.
- Assisted with admission and visa steps.
- Maintained records and application files.

Indus Public School | April 2021 - Dec 2022

Science Teacher

- Taught science to middle school students.
- Prepared lesson plans and assessments.
- Conducted classroom and lab activities.
- Monitored student progress and performance.

EDUCATION

BEd | 2017-2019

Chaudhary Ranbir Singh University, Jind

- B.Ed. with majors in Science and Mathematics.
- Scored 65% with practical teaching experience.

B.Sc. | 2013-2016

Osmania University, Hyderabad

- B.Sc. with majors in Biotechnology, Genetics, and Chemistry.
- Secured 73% overall marks.

SKILLS

- Excel
- Microsoft Word
- Powerpoint
- Problem Solving

Senior Secondary | 2012–2013

CBSE, Rohtak

- Major subjects are Physics, Chemistry, Biology, and Mathematics.
- Achieved 70% overall marks.

Secondary | 2010–2011

CBSE, Rohtak

- Studied core subjects including English, Science, and Mathematics.
- Achieved 9 CGPA overall.

CERTIFICATION

CTET Qualified

- Paper I (Primary Stage – Classes I to V): 103/150
- Paper II (Elementary Stage – Classes VI to VIII): 90/150

PTE Qualified

Overall Score: 74/90

- Speaking: 88
- Writing: 74
- Reading: 70
- Listening: 73

Declaration

I hereby declare that the above-mentioned details are true and correct to the best of my knowledge and belief.

Yogita