

Ms. ANAMIKA SHARMA



2/209 Trilok-Puri

Delhi-110091

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CAREER OBJECTIVE

“Seeking a position as a Counselor to utilize my expertise and acquired skills in diagnosing, handling, counseling and providing support to patients who are going through psychological struggles and I want to contribute towards realizing the organization's vision and become its integral part.”

WORK EXPERIENCE

DESIGNATION

As a Project Coordinator & Counsellor (AIDER NGO)

(From AUGUST 2024 – JANUARY 2025)

JOB PROFILE

Responsibilities:

- **Conducts the workshop for underprivileged girls & women for personality development and skill development.**
- **Creates CSR reports & maintain project data for internals and externals stakeholders.**
- **Conducts field survey along with staff members & collect data on community needs and project impact. Build relationships with community leaders, students and for effective management.**
- **Provided client -centred counselling sessions to students.**
- **Developed & delivered individual & Group sessions.**

DESIGNATION

As a Psychologist in a Manas Foundation: Posted at Nirmal Chhaya Complex under Delhi government (Protective and corrective Institution for women and children).

(From NOVEMBER 2023 -JULY 2024)

JOB PROFILE

Take care of their mental, emotional and social well-being through counselling and psycho-education. Also engages them in activities and conducts educational workshops. Worked with psychiatric patients to help make their daily routine activities engaging and nurturing their well-being at the rehabilitation.

DESIGNATION:

As a Team Guide in United Nations Children Fund (UNICEF)

(FROM FEBRUARY 2023- DECEMBER2023)

JOB PROFILE

- **Support child health and nutrition, safe water and sanitation, quality education and skill building, HIV prevention and treatment for mothers and babies, and the protection of children and adolescents from violence and exploitation.**
- **Work on Wash Campaign i.e importance of hand hygiene to prevent the spread of disease, three billion people worldwide, including hundreds of millions of school-going children.**
- **Supports skills development opportunities through curricular and extracurricular programmes**
- **Supports community-based opportunities for non-formal skills development**

DESIGNATION :

As a Maths & Science Teacher for V to X in Elite Study Point Institute, New Delhi

From May 2017-SEPTEMBER 2022.

JOB PROFILE

- Evaluate and grade students' class work, assignments, and test compile, administer, and examinations, or assign this work to others.
- Prepare course materials such as syllabus, homework assignments, and handouts.
- Plan, evaluate, and revise curricula, course content, and course materials and methods of instruction.
- Select and obtain materials and supplies such as textbooks.
- Advise students on academic and vocational curricula, and on career issues.
- Collaborate with colleagues to address teaching and management issues.
- Conduct research in a particular field of knowledge, and publish findings in books, professional journals, and/or electronic media.

ACADEMIC CREDENTIALS

- M.A Clinical Psychology from Indira Gandhi National Open University, Delhi (Ist Division)
- M.A Philosophy from Delhi University ,Delhi (Ist Division)
- B.A Philosophy from Delhi University ,Delhi (Ist Division)
- XII Rajkiya Sarvodaya Kanya Vidyalaya ,Delhi(Ist Division)
- Higher Secondary (X) Rajkiya Sarvodaya Kanya Vidyalaya ,Delhi (Ist Division)

PROFESSIONAL QUALIFICATION

- Certificate of Counselling & Psychotherapy (Delhi University)2023
- Art Therapy (Department of Mental Health & Behavioural Sciences Fortis Healthcare Limited)2021
- Psycho-Oncology (Department of Mental Health & Behavioural Sciences Fortis Healthcare Limited)2021

COMPUTER KNOWLEDGE

Proficient in using Microsoft Office with excellent graphics & designing skills on Canva

SEMINARS & WORKSHOPS

- Online National Workshop for Coordinators & Teachers (Delhi Public School Modern 2024)
- Spiritual Curriculum Teacher Trainer Workshop(Delhi Public School Modern 2023)
- Workshop on the development of the UNICEF Strategic Plan.(UNICEF 2023)
- Human-Centred Design Workshop' (UNICEF 2023)
- Competency Building Teacher Training Module (CBM) was designed with the purpose of improving teachers' in-service capacity (Delhi Public School Modern 2022)
- Two Days Workshop On Employability Skills for senior classes(Elite Study Point Institute 2021)
- Institute Of Human Behaviour & Allied Sciences(IHBHAS) in Clinical Psychology Department(2021)
- Brain Behaviour Research Foundation of India(BBRFI 2021)
- Psycho-Oncology Sciences, Fortis Healthcare Limited(2020)
- TRANI NGO, Delhi University(2018)

ACCOLADES & APPRECIATIONS

- Gold Medal Award for Showcasing Outstanding Performances in Learning & Training (Delhi Public School Modern)
- Certificate for Collaborated with colleagues to establish a school-wide positive behaviour support system and developed and maintained positive parent-teacher relationships, resulting in a 95% satisfaction rate, and increased parental involvement in students' academic journey.
- Distinction in Chemistry in class XII

SKILLS & COMPETENCIES

- Collaboration and teamwork
- Active Listener
- Emotional Support
- Crisis Intervention
- Conflict Resolution
- Problem Solving
- Behaviour management
- Critical thinking and problem-solving facilitation
- Time management and organization
- Cultural competence and inclusivity

PERSONAL SNIPPETS

Date Of Birth:18-08-1996
Linguistic: English, Hindi, Punjabi

Residential:2/209 Trilok-Puri
Delhi -110091

NAME:

DATED:

