

# Ummesalma Javali

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## Professional Summary

Enthusiastic and nurturing Early Childhood Educator with a strong commitment to providing a safe, engaging, and inclusive learning environment. Experienced in planning creative activities, maintaining hygiene standards, and supporting children's emotional and educational development. Fluent in English, Hindi, Urdu, and Kannada.

## Core Competencies

- Child-Centered Curriculum Planning
- Play-Based and Inquiry-Led Learning
- Health, Safety & Wellbeing Compliance
- Parent Engagement & Communication
- Classroom Organization & Hygiene Maintenance
- Multilingual Communication Skills
- Documentation & Progress Reporting

## Experience

**Nursery Teacher** | J.J. Convent School | Davengere, India | June 2016 – September 2017

- Developed and delivered age-appropriate learning experiences using structured play.
- Fostered children's intellectual and social development through stimulating activities.
- Maintained classroom environments that promoted health, safety, and inclusion.
- Regularly communicated with parents about student progress and wellbeing.
- Created engaging displays featuring children's work to celebrate achievements.
- Followed child protection policies and ensured emotional support for all children.
- Assisted in the preparation of learning materials and classroom documentation.

## Education

Mini MBA (Online) NIBM University - Year: June 2013

## Technical Skills

- Microsoft Office Suite (Word, Excel, Power Point, Outlook)
- Virtual Learning Tools (e.g., Zoom, Microsoft Teams)

## Personal Information

- Date of Birth : 02 November 1988
- Nationality : Indian
- Visa Status : Husband's Sponsorship Visa
- Passport Number : U8886519 (Valid until 22 February 2031)
- Languages : English, Urdu, Hindi, Kannada

I hereby declare that the information provided is accurate and complete to the best of my knowledge.

Date: 26-April-2025

Ummesalma Javali