

Job Description – PGT Mathematics

Grades XI–XII | CBSE Curriculum

Position: PGT Mathematics

Department: Senior Secondary

Grades: XI & XII

Curriculum: CBSE

Employment Type: Full-Time

We are looking for an experienced and committed **PGT Mathematics Teacher** to teach students of Grades XI and XII in accordance with the CBSE curriculum. The teacher will be responsible for developing strong conceptual understanding, analytical ability, problem-solving skills, and examination readiness among senior secondary students.

Key Responsibilities

- Plan and deliver engaging Mathematics lessons aligned with the **CBSE curriculum and NCERT framework** for Grades XI and XII.
- Teach core areas including **Algebra, Calculus, Coordinate Geometry, Vectors, 3D Geometry, Probability, Statistics, Relations and Functions, Matrices and Determinants**.
- Prepare students effectively for **CBSE Board Examinations**, with emphasis on conceptual clarity, application-based questions and competency-focused learning.
- Develop lesson plans, worksheets, assignments, question banks and revision resources.
- Conduct regular assessments, unit tests, pre-board examinations and remedial sessions.
- Analyse student performance and implement appropriate intervention and enrichment strategies.
- Encourage mathematical reasoning, logical thinking and independent problem-solving.
- Provide additional academic support to students requiring reinforcement and advanced learning opportunities for high achievers.
- Maintain accurate records of attendance, assessments, progress and academic performance.
- Communicate students' academic progress effectively with parents and school leadership.
- Participate in faculty meetings, professional development programmes, examinations and other school activities.
- Contribute to Mathematics clubs, Olympiads, competitions and academic enrichment initiatives.
- Use **ICT, digital resources and smart-classroom tools** effectively to enhance teaching and learning.
- Maintain a positive, disciplined and inclusive classroom environment.

Qualifications & Experience

- **Master's Degree in Mathematics** from a recognised university.
- **B.Ed.** from a recognised institution.

- Minimum **2–5 years of teaching experience**, preferably teaching Mathematics at the senior secondary level in a CBSE school.
- Strong understanding of the latest **CBSE curriculum, assessment pattern and competency-based education**.
- Experience preparing students for CBSE Class XII Board Examinations is preferred.
- Familiarity with competitive examination concepts such as **JEE Mathematics** will be an added advantage.

Desired Skills

Excellent subject knowledge, classroom management, communication and presentation skills are essential. The candidate should demonstrate strong analytical ability, student mentoring skills, proficiency with educational technology and the ability to differentiate instruction according to varied learning needs.

Key Competencies

Conceptual Clarity | Mathematical Reasoning | Problem Solving | Student Mentoring | Assessment & Evaluation | Classroom Management | Technology Integration | Collaboration | Result Orientation

Preferred Candidate: A passionate Mathematics educator who can make complex concepts accessible, develop students' confidence in the subject and consistently support strong academic outcomes in Grades XI and XII.