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| **PALLAVI KAMRA**  ***Scaling new heights of success with hard work & dedication and leaving a mark of excellence on each step; targeting senior-level assignments with a leading organization of repute.***  **E-Mail: palu.kamra@gmail.com Mobile:** +91-8273592542  Subject Specialization:- English, Hindi, Social-Science, Computer Science, Education, Psychology,  **PROFILE SUMMARY**   * Implemented pedagogical strategies tailored to the collegiate level, fostering critical thinking and multidisciplinary engagement among students at the IIIMT group of colleges. * Expertise in organizing educational seminars, workshops, literary meets, cultural programs at inter & intra school level, and educational tours & excursions. * Subject Matter Expert in course/curriculum scheduling and related academic initiatives; managing faculty records, contracts, and advancement and implementing academic policies & procedures. * Designed course curriculum and implemented innovative instruction methodologies to match institutional standards. * Utilized a unique blend of motivational and targeted instruction and methodologies to enhance curriculum, focus, and establish sound relationships. * Facilitator, skilled in assessing students’ behavior and providing appropriate framework and materials to engage them and explore topics suited to their level of interest and capability. * Mentored educators in the creation and implementation of class instruction, lesson plans, and student assessment in conjunction with state learning standards. * Experience & skills in conducting numerous seminars, RoboFest, and sessions with schools for behavior anxiety, time management, and others. * Ensured high-quality student experience through a comprehensive network of student support & guidance services as well as a range of social, cultural & sporting activities.   **CORE COMPETENCIES**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  | ***Curriculum Development*** |  | ***Educational Leadership*** |  | ***Student Growth Strategies*** | |  | ***School Administration*** |  | ***Educational Technology Integration*** |  | ***Training & Development*** | |  | ***Academic Excellence*** |  | ***Professional Development Initiatives*** |  | ***Liaison & Coordination*** | | |
| **SOFT SKILLS**  **Analytical**    **Communicator**  **Thinker**  **Planner**  **Innovator**  **Collaborator**  **Z:\Approved_ResDev_Repository\Formats\Visual Resume Formats 2015-16\Icons\Projects-Handled24x24icons.png TOOLS**   * Preparing Teaching Aids * Preparing Curriculum * NTT * Workbooks settings * Vedic and Abacus Math’s * Calligraphy   **SEMINARS EXECUTED**   * How to make learning easy for slow learners in childcare society in 2023 * Parenting and anxiety control in Neev the Foundation in 2023 * HCL technologies SEZ for time management in 2022 * Orchids conducted sessions for 6 to 8 greats for behavior and etiquette in 2022 * IIMT Group College Personality Development and Interview Skills in 2019 | **IT SKILLS**   * MS Office (Excel, Word, PowerPoint) * Java * Diploma in Computer Applications * Outstanding knowledge and skills in:   JavaScript Web Development in 2023   * AI & ML Fundamentals in 2022 * iOS and Android App Development in 2021 * User Interface Design in 2020 * Participated in the WhiteHat Jr Hackathon in 2020 * Recognized as Certified Platform Expert by WhiteHat Jr.   **Z:\Approved_ResDev_Repository\Formats\Visual Resume Formats 2015-16\Icons\Projects-Handled24x24icons.png**  **CERTIFICATIONS**   * Certificate of Outstanding Skill Knowledge of AI & ML * Certified in Java Programming * ITIL Version 3 (Service Operation Certificate) * E Diploma in Software Technology from Disha Institute in 2016 * Bagged Certificate of Appreciation for being Teacher Quality Champion in 2022 * Certified - Early Childhood Care and Education * Certified in Gross Motor Skills and Fine Motor Skills * Diploma in Child Psychology * Certified as Best Teacher in Shanti Niketan School * Certified for the outstanding workshop conducted at Parents Pride School * Designed the curriculum and syllabus for Parents Pride School * Certified as Vedic and Abacus trainer from Pune * Many other activity certifications are there to show my interest in the education field * NTT (Nursery Teacher Training) * Course on Computer Concepts (CCC) * Certificate of Java Programming from NIIT * Diploma in Child Psychology |
| **WORK EXPERIENCE**  **Feb’21-Present with Neev The Foundation School, Bengaluru as Principal**  **Key Result Areas:**   * Providing strategic leadership and direction to the school, setting goals, and ensuring effective management of all school operations. * Overseeing the development and implementation of academic programs and curricula that align with educational standards and cater to student needs. * Ensuring a safe and conducive learning environment by managing student discipline, counseling, and student welfare activities. * Managing the school budget, allocating resources efficiently, and overseeing financial operations to meet the school's educational goals. * Organizing and supervising extracurricular activities, events, and programs that contribute to the holistic development of students. * Providing educational leadership, creating a conducive learning environment, and ensuring the smooth functioning and success of the school. * Leading a team of educators and support staff, providing guidance, mentoring, and professional development opportunities. * Collaborating with parents, teachers, and community stakeholders to strengthen school-community relationships.   **Jan,23 -Present with Neevcode (StartUP)**  **Key Result Areas:**   * **Designing curriculum for coding sessions tailored to meet educational objectives and student needs.** * **Conducting sessions with parents to understand their child's requirements and align curriculum accordingly.** * **Redefining curriculum based on individual child's progress and staff feedback, ensuring effective teaching methods.** * **Setting benchmarks for children to enhance understanding and learning outcomes.** * **Creating multiple-choice questions and assignments to assess students' learning progress.** * **Providing constructive feedback to teachers and parents to improve learning outcomes.** * **Collaborating with staff to ensure curriculum adjustments meet educational standards and students' needs effectively.**   **19Aug- 12 December 2023 Whitehat and Byju's Future School, Bangalore as Director Coding Trainer**  **Key Result Areas:**   * **Conducted coding classes at intermediate and advanced levels, covering diverse topics such as AI, web development, web designing, and JavaScript.** * **Developed numerous applications and games utilizing platforms like Thunkable, Code.org, Tinkercad, MIT App Inventor, and Pictoblox.** * **Collaborated with students, parents, and teachers to ensure the effective delivery of the curriculum and monitor student progress.** * **Provided training sessions, managed timetables, and contributed to the development of coding curriculum.** * **Designed specialized curricula tailored for mathematics and coding at the intermediate level.** * **Developed separate coding curricula tailored to meet the needs of students with ADHD, slow learners, and beginners.**   **April ’19 Parents Pride School, as Principal**  **Key Result Areas:**   * Implementing curriculum standards and ensuring their alignment with educational goals. * Monitoring and evaluating teaching methods and academic performance. * Implementing strategies for continuous improvement in student learning outcomes. * Recruiting, training, and supervising teaching and administrative staff. * Conducting regular performance evaluations and providing feedback and support. * Developing professional development programs to enhance staff skills and knowledge. * Creating a safe and conducive learning environment for students. * Implementing disciplinary policies and procedures fairly and consistently. * Addressing student concerns and promoting positive behavior and values. * Establishing effective communication channels with parents and guardians. * Organizing events and initiatives to involve parents in school activities. * Building partnerships with local organizations and stakeholders to support the school's mission. * Overseeing the maintenance and improvement of school facilities. * Managing the budget and resources effectively to support educational objectives. * Procuring necessary equipment, materials, and technology to enhance teaching and learning. * Ensuring compliance with regulatory requirements and educational standards. * Managing administrative tasks such as scheduling, record-keeping, and reporting. * Handling any legal or contractual matters related to the operation of the school. * Developing long-term goals and strategies to advance the school's mission. * Providing visionary leadership to inspire and motivate staff, students, and stakeholders. * Identifying opportunities for innovation and growth in educational programs and services.   **2016 IIMT Academy Academic Coordinator and ATL Lab Incharge**  **Key Achievements:**   * **Played a pivotal role in establishing the Atal Tinkering Lab (ATL) at IIMT.** * **Excellent Teaching skills and classroom Management.** * **Designed and implemented curriculum for Robotics Fest (RoboFest) and Information Technology (IT) programs at the school.** * **Spearheaded the integration of hands-on learning experiences in the ATL lab to foster innovation and creativity among students.** * **Collaborated with educators and industry experts to develop engaging and practical curriculum content aligned with educational standards.** * **Organized workshops and training sessions for students and teachers to enhance their skills in robotics and IT.** * **Facilitated participation in regional and national-level robotics competitions, showcasing the school's expertise and talent in the field.** * **Monitored and evaluated the effectiveness of the curriculum, making necessary adjustments to ensure optimal learning outcomes.** * **Contributed to the school's reputation as a hub for innovation and technology education through the successful implementation of ATL initiatives and RoboFest activities.** | |

 **PREVIOUS EXPERIENCE**

**May09-Apr’14 with HCL Technologies as Senior Analyst**

**Mar’09-Jul’09 with NACA (Aviation Academy) as Centre Coordinator**

**Apr’08-May’09 with IIJT as Coordinator /Faculty**

**Oct’04-Apr’08 with HERO (MIMDMINE) as English Trainer and Center Coordinator**

**May’04-Jul’07 with PCCS as French Trainer**

**Jul’06-Jul’07 with Shanti Niketan Vidyapeeth as Senior Group Teacher**

**Apr’04-Apr’06 with Star Kids School as Coordinator**

**Nov’02-Mar’04 with Bahi Jogh Singh Public School as Junior Section Coordinator**

**Z:\Approved_ResDev_Repository\Formats\Visual Resume Formats 2015-16\Icons\Projects-Handled24x24icons.png EDUCATION**

* Diploma in Advance Computer Application
* Diploma in Advance Java
* B.Ed. from CCS University
* PsyD in Clinical Psychology
* M.A (Psychology)
* M.A (Education)
* M.A (English) from CCS University
* TOFEL
* **PERSONAL DETAILS**

**Languages Known:** English, Hindi, Kannada, Punjabi, French, TOFEL

**Date of Birth:** 12th October 1982

**Present Address:** Vishwas Regency Electronic City Phase 1 Bangalore