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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:** +91-8273592542Subject 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**

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|  | ***Curriculum Development*** |  |  ***Educational Leadership*** |  | ***Student Growth Strategies*** |
|  | ***School Administration*** |  | ***Educational Technology Integration*** |  | ***Training & Development*** |
|  | ***Academic Excellence*** |  | ***Professional Development Initiatives*** |  | ***Liaison & Coordination*** |

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|  **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
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|  **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.**
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 **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**

** 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