

Resume

Ms. Aarti Ramachandran

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Work Experience

Harvest International school, Attibele (2023-2025)

Primary coordinator

Core teaching subject – Math

- As a coordinator review of lesson plans for English, Math and EVS.
- Teacher observations and providing constructive feedback.
- Liaising with stake holders- parents for any query or concern.
- Supporting the teachers in teaching materials for differentiated instructions.

Kunskapsskolan, Bangalore 2017- 2023

Early Years coordinator - (Preprimary to Grade 2) (Dec 2020 - March 2023)

- Fostering a safe and respectful environment within a diverse community of youth, families
- Analyse participant interests and program/facility needs and develop/implement solutions to meet those needs; Ability to motivate, train, and work effectively with a diverse workforce of teachers and support staff.
- Working with teachers to design and implement annual/daily age-appropriate lesson plans and learning engagements.
- Attend community meetings/events as appropriate.
- Fulfill all contract requirements to include professional development, reporting, meetings, database management and other deliverables as outlined in scope of work and action plan.
- Promote lifelong learning and participation in programs to enhance the quality of teaching- Observation of sessions and providing feedback to teachers.
- Assist in managing program staff and operations; train staff and prioritize and assign projects.

Early years teacher (Kindergarten to Grade 2) 2017 – 2023

- Helping students develop their own sense of thinking regarding their decisions.
- To conduct group discussions and fun learning classroom activities.
- Preparing appropriate course material and handouts in line with the curriculum standards.
- Employing a broad range of instructional technique to retain student interest.
- Instruct students individually and in groups, adapting teaching methods to meet the student needs.
- Observe and evaluate children's performance, behaviour, social development, and physical health.
- Prepare materials, classrooms, and other indoor and outdoor spaces to facilitate.

- Provide activities and opportunities that encourage curiosity, exploration, and problem-solving.

Rise and Shine Montessori, Bangalore (2015-2017)

- Monitor students' progress and provide students and teachers with assistance in resolving any problems.
- Confer with parents and staff to discuss educational activities and policies, and students behavioural or learning problems.
- Set educational standards and goals, and help establish policies, procedures, and programs to carry them out.
- Maintain safety of students, interact with parents and staff. Implement creative curriculum.
- Utilize data to improve students learning, overall facilitate students learning.

Parramatta Public School, Australia (2013-2015)

- Volunteer Reading program for Kindergarteners.
- Substitute teacher on call for Kindergarten.

Corporate experience (2003- 2007)

ICICI Bank, Lloyds TSB Bank (UK) and Stand Life Bank (UK)

- Educating customer and managing customer portfolio of financial products (Credit cards, mortgages and ICICI direct, bank accounts).
- Managing the team in the absence of Team Manager.
- Conducting coaching and training programs for the team members.

Educational Qualifications

- Currently pursuing Ph. D from Mysore University in the field of Human Research Management.
- B. Ed (Bangalore University), 2020
- MBA (ICFAI University)
- Bachelor of Management Studies (Mumbai university), 2020

Skills

- Excellent attention to detail and record keeping skills.
- Strong interpersonal and communication skills and the ability to work effectively in a diverse community.
- Excellent interpersonal, organization and problem-solving skills.
- Ability to assess the instructional abilities and performance of others and offer correct and constructive advice that facilitates professional development.
- Technical/Professional Knowledge & Skills.