

Dr Reshmi KV PhD

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Personal Statement

I would like to contribute my skills in education administration to implement the organization's mission through its goals for attaining student achievement. Seeking to leverage expertise with management to facilitate growth at Mohamed Sathak A.J. College of Engineering.

EDUCATION

Ph.D (English) (2019)	PSG Institutions - Krishnammal College for Women, Bharathiar University
M.Phil (2003)	PSG Institutions - Krishnammal College for Women, Bharathiar University
M.Phil (2003)	PSG Institutions - Krishnammal College for Women, Bharathiar University
M.A. (English) (2001)	PSG Institutions - Krishnammal College for Women, Bharathiar University
B.A. (English) (1999)	Nirmala College for Women, Bharathiar University

PROFESSIONAL EXPERIENCE

Vice Principal at Narayana Institutions (2021)

- Assist the principal in allocation of teaching responsibilities
- A trend setter: encouraged all teachers to display high level of professionalism.
- Tried to achieve desirable standards for both students and staff

Assistant Professor Feb 2019 to March 2020 (1 year): Agni College of Technology Chennai

- Train the students in company specific communication during campus drive
- English special coaching to hostel students
- All academic work in the department and related activities
- Jwala newsletter Assistant coordinator

Dr. Reshmi K.V. Ph.D.

Dr Reshmi KV PhD

Communication Lecturer Dec 2017 to Jan 2018(1 Year): Chennai's Amrita, Chennai

- ✦ Encouraged inter departmental and cross functional teams' collaboration in development and support of student activities, programs and lessons with weekly announcements.
- ✦ Meetings and committees: Confer with parents and staff to discuss educational activities, policies and student behavioral or learning problems.
- ✦ Multilingual proficiency: Bilingual teaching

Assistant Professor June 2011 to Aug 2013(2 years): Kongunadu College of Arts and Science Coimbatore

- ✦ Editor of Kongunadu news college magazine
- ✦ Regular lead participant for college events/workshops and seminars at inter district and state level
- ✦ Administered language lab with standardized tests to evaluate student performance and progress contributing to raising campus offers.
- ✦ Selected head from the department of English for the admission committee to the head office, successfully generated the percentage of admissions.
- ✦ Clubs: Introduced various clubs in the department of English

PG Teacher (PGT) June 2009 to Apr 2010(1 year): Yuvabharathi Public School Coimbatore

- ✦ Human resources: Regularly participated in the interview, hiring and selection process of school staffs
- ✦ Graded Papers, supervised students during recess periods, kept students on task with pro-active behavior modifications and positive reinforcement strategies.
- ✦ Promoted mental, social and physical development by organized field trips, compelling lab activities and presentations
- ✦ Delegated and accepted responsibility for the completion of tasks and communicating program goals.
- ✦ School Assembly coordinator: Assisted in the preparation, management of schedules and in the coordination and implementation of co-curricular programs to create vibrant platforms that motivated students.

G Teacher (PGT) March 2007 to March 2008 (1 year): Geethanjali Vidhyalaya Bangalore

- ✦ Assisted in the development and establishing of the school goals and objectives
- ✦ Implemented, developed and maintained curricular and extracurricular programs

S Teacher (PGT) June 2005 to Apr 2007 (2 years) : Kairali Vidhyalaya Tirupur

- ✦ Handled disciplinary procedures: Assisting to define and disseminate information about school disciplinary policies and procedures to parents
- ✦ Established and maintained rapport with staff, students and parents

Achievements

- BEC Coordinator
- Editor of Kongunadu College of Arts & Science - "Kongunadu News" quarterly magazine

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- Master of Ceremony (MOC) of various convocations, seminars and events
- Judge for various competitions at Inter-collegiate level

PAPER PUBLICATIONS

- Published a paper "Self-Discovery in Margaret Laurence's *The Diviners*" in Language in India, Vol. 18:1 January 2018, ISSN: 1930-2940. Pg.290- 298.
- Published a paper "The Influence of Manawaka in the Life of Hagar Shipley: A Study of Margaret Laurence's *The Stone Angel*", in Language in India, Vol. 17:12 December 2017, ISSN: 1930-2940.

SKILLS

- Personality Development Trainer
 - Communicative Skills
 - Content Editor
 - Educational leadership
 - Interpersonal skills
 - Social-emotional learning training
 - Team Builder
 - Problem handling ability
- Motivator, Counselor, Facilitator

Personal Details

Date of Birth	19-Nov-78
Marital Status	Married
Nationality	Indian
Languages Known	English, Sanskrit, Hindi, Tamil, Malayalam & Kannada

I declare that the information given above is true to the best of my knowledge.

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