

BHUVANESWARI PALANISAMY

ACADEMIC COORDINATOR



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CAREER OBJECTIVE

- Enthusiastically seeking an Academic Coordinator position to leverage expertise in curriculum development, educational leadership, and student engagement to drive continuous improvement and academic excellence within a dynamic educational environment. Aiming to foster a collaborative learning atmosphere and enhance educational outcomes, utilizing demonstrated communication and coordination skills to support faculty, students, and parents in achieving academic success.

PROFESSIONAL SUMMARY

- Experienced Academic Coordinator and Educational Leader with a proven track record of enhancing student engagement, improving educational outcomes, and fostering collaborative learning environments.
- Expertise in curriculum development, aligning academic programs with national standards, and facilitating effective communication between faculty, staff, and parents.
- Successfully coordinated academic workshops and seminars, enhancing student engagement and contributing to improvements in educational metrics.
- Proficient in implementing innovative teaching methods and strategies to accommodate diverse learning preferences and improve overall student performance.
- Demonstrated ability to develop and maintain strong relationships with parents and community members to support various school initiatives.
- Accomplished Vice Principal with experience in school administration, policy implementation, and continuous improvement initiatives.
- Proven skills in assessing individual student needs, creating engaging classroom environments, and actively monitoring student progress.
- Dedicated Teacher with a passion for delivering quality education, fostering inclusivity, and collaborating with fellow teachers to enhance the curriculum.
- Possesses strong leadership, communication, and teamwork skills, complemented by adaptability and a commitment to academic excellence.
- Master of Education and extensive training in various teaching methodologies including TEFL and Montessori, ensuring a well-rounded and effective approach to education.

WORK EXPERIENCE:

Academic Coordinator

- Viswadeepthi Matriculation Higher Secondary School (May 2024 - May 2025)

Vice Principal

- PMG Matriculation Higher Secondary School (Jul 2020 - Apr 2023)

Teacher

- Vidya Nethra International School (May 2016 - Apr 2019)

Teacher

- Vishwa Sishya Vidyodaya CBSE School (Oct 2013 - Mar 2016)

Teacher

- Bharathi Matriculation Higher Secondary School (Jun 2008 - May 2011)

Teacher

- Blue Bird Matriculation Higher Secondary School (Jun 2004 - Apr 2008)

SKILLS:

Core Competencies:

- Instructional Design
- Program Management
- Faculty Development
- Stakeholder Communication Performance Improvement

Soft Skills:

- Communication
- Leadership
- Adaptability
- Teamwork
- Engagement



TECHNICAL SKILLS

- Curriculum Development
- Academic Coordination
- Educational Leadership
- Teaching Strategies
- Classroom Management
- Program Development
- Policy Implementation
- Mentoring
- Assessment Design
- Educational Standards



EDUCATION

BSC MICROBIOLOGY (Jun 1994 - May 1997)

- SRI RAMAKRISHNA COLLEGE OF ARTS AND SCIENCE
FOR WOMAN

MSC MICROBIOLOGY (Jun 2009 - Jan 2011)

PERIYAR UNIVERSITY

- MASTER OF EDUCATION (Jun 2018 - May 2020)

JAIRUPA COLLEGE OF EDUCATION

TEACHING ENGLISH AS FOREIGN LANGUAGE

(Jun 1997 - May 1999)

ASIAN COLLEGE OF TEACHERS

- MASTER OF ARTS (Apr 2016 - Dec 2017)

ANNAMALAI UNIVERSITY

- ELEMENTARY LEVEL TRAINING (Jun 2011 - May 2012)

INDIAN MONTESSORI TRAINING COURSE