

MANJULA R

VICE-PRINCIPAL | CHIEF ACADEMIC OFFICER | ACADEMIC HEAD

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Location: Bengaluru, Karnataka & Mysore, India (571301) **Languages:** English, Kannada, Telugu

PROFESSIONAL SUMMARY

Visionary, high-productivity Chief Academic Officer and Vice-Principal with over a decade of comprehensive experience driving educational excellence, curriculum innovation, and strategic institutional growth. Adept at fostering inclusive, high-performing learning environments that balance intellectual rigor with holistic student development. Recognized for exceptional leadership in school administration, faculty mentorship, change management, and stakeholder collaboration. Fully prepared to leverage deep pedagogical expertise and operational acumen to lead a premier Bangalore academic institution as Principal or Academic Head.

CORE COMPETENCIES

- Educational Leadership:** Institutional Strategy, Team Building & Management
- Academic Operations:** Advanced Curriculum Development & Policy Formulation
- Financial & Growth Control:** Budgeting, Resource Allocation & Student Retention
- Interpersonal Expertise:** Public Speaking & Conflict Resolution
- Faculty Mentorship:** Teacher Training, Performance Metrics & Evaluation
- Community Engagement:** Stakeholder Collaboration & Parent Relations

PROFESSIONAL EXPERIENCE

Chief Academic Officer | 3Keys Educational Trust, Mysore, India

June 2017 – Present

- Strategic Policy Design:** Formulated and implemented comprehensive academic policies, establishing high-quality educational standards across organizational programs.
- Curriculum & Program Innovation:** Collaborated extensively with faculty to design, evaluate, and refresh engaging, modern curricula that align with progressive educational frameworks.
- Performance Metrics:** Spearheaded systematic evaluations of academic programs to optimize instructional delivery and institutional efficacy.
- Student Success:** Led targeted academic initiatives that directly improved student retention and engagement rates.

- **Departmental Leadership:** Oversaw subject-specific curriculum development, instructional alignment, and pedagogy implementation.
- **Classroom & Behavior Management:** Cultivated an inclusive, highly structured classroom environment fostering positive student behavior and a deep-seated love for learning.
- **Stakeholder Engagement:** Facilitated productive parent-teacher conferences and cross-functional school initiatives to strengthen community ties.
- **Holistic Development:** Conceptualized and executed enriching extracurricular activities while continuously monitoring student progress to provide data-driven feedback.

EDUCATION

Master of Education (M.Ed.) — <i>University of Mysore, India</i>	2011 – 2013
Master of Arts (M.A.) in History and Archaeology — <i>Kuvempu University, India</i>	2016 – 2018
Master of Arts (M.A.) in Kannada — <i>Karnataka State Open University, India</i>	2009 – 2012
Bachelor of Education (B.Ed.) — <i>University of Mysore, India</i>	2008 – 2009

HONORS & AWARDS

Incredible Teacher Award (2023): Conferred by Oswal Publications, Delhi, recognizing outstanding dedication and teaching excellence.

Skit Writing Winner (2023): Awarded by the Apostolic Carmel Education Society, Mangalore, for creative writing themed around Mother Veronica.