

Baisakhi Das

Kolkata, West Bengal

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9831816832

To be associated with an organization where I can utilize my skills and gain further experience while enhancing the organization's productivity and reputation.

Work Experience

Territory Academic Co-Ordinator

Euro Kids International

November 2015 to June 2018

Presently attached with Little Georgians as an HOAD

Academic Manager at Zee

learn Ltd

September 2013 to April 2015

as an Academic Head

Attached with Bihani Educare as Academics and Operations Manager.

September 2013 April 2015 January 2016 Till November 2014

Academic Head at Little Georgians

Worked as an Academic and Operations Manager at Bihani Educare . Worked as Academic Manager at Zee Learn LTD. (KIDZEE) . Worked as Academic Co ordinator ar Euro Kids International Limited. Worked as a Teacher in several preschools. - Kolkata, West Bengal
August 2012 to August 2014

- Leading the schools for academic development .
- Putting stress in business development of the company.
- Organising promotional activity for the school .
- Visiting franchisees and training them on EUROKIDS system to facilitate easy academics.
- ✓ Coordinate amongst the team to ensure smooth operation in the territory.
- ✓ Providing Training to the franchisee as well as company schools.
- ✓ Coordinate curriculum based training Company's franchised schools in WB, Patna, Bihar, Jharkhand, Orissa.
- ✓ Handling forty schools along with one hundred sixty teachers.
- ✓ Conducting Parent Orientation Program.
- ✓ Solving problems of the high expectant Parents.
- ✓ Organizing Health is Wealth program in the schools.
- ✓ Conducting Summer Club Training in the schools.
- ✓ Coordinating the visit report based on ambience to the head office through mails.
- ✓ Coordinating the audit report to the head office.
- ✓ Implementation of the innovative ideas to the franchisee schools for upgrading the business.
- ✓ Undergoing illume in action, audit of the schools.

Teacher

1.Kachi-o-Kacha, 2.ICDS, 3 Batanagar Nursery And KG School - Batanagar, West Bengal
June 2000 to July 2012

4.Kidzee Batanagar.

Job Responsibilities at Primary School.: Teaching the kids. Handling the parents. Organizing various program at school that helps in business generation.

Education

BA in Communicative English

Calcutta University

MA in Part 1

IGNOU

Skills / IT Skills

- Teaching (10+ years)
- Training (4 years)
- Academic Development and Business Generation Activity. (5 years)
- Operations Management (3 years)

Additional Information

Achieved awards frm Company for opearating Morning Blossom as a best Pre school at Kolkata .