



Manoj Y Mahale

Have an entrepreneurial spirit and 'can-do' attitude

Contact

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It's Manoj

I am a highly motivated and confident individual with excellent problem-solving, analytical, and implementation skills, as well as team management skills. I have successfully handled a team of 7 members, utilizing both my technical and managerial expertise to develop and execute plans to achieve desired results. With my technical knowledge, content expertise, and implementation experience, I am confident in my ability to help contribute to the growth and success of any organization.

Core skills

- Strong analytical and critical-thinking skills
- Skilled in conducting and managing training programs and workshops for diverse audiences
- Expert in handling JIRA, Confluence ZOHOO Desk
- Ability to utilize SQL & Redash
- Creation and translation of content
- Expert in FLN literacy tools, interactives
- Proven ability to lead, motivate and manage teams of up to 7 members.
- Proficient in SQL, ClickHouse, Canva, and Newsletter software
- MS Office suite
- Multilingual

Experience

Dec 2020 - current

Educational Initiatives Ltd, Bengaluru
Educational Specialist

Technical Expertise, Project Management, and Educational Content Development:

- Created high-quality foundational literacy content and assessment tools for Ei projects.
- Developed skill-based language questions and poems for products like Mindspark, covering grades 1 to 9.
- Designed and created baseline assessment papers as standardized benchmarks for evaluating students' initial knowledge and skills.
- Owned end-to-end development of Classroom-Based Assessment (CBA) lower-grade Math question papers for state-level assessments.
- Utilized JIRA for ticketing, bug tracking, ensuring streamlined workflow, issue resolution, and successful project outcomes.
- Created and worked on landing plans to guide the strategic implementation and adoption of educational solutions.

Training, Workshops, and Documentation: Conducted and managed training programs and workshops, enhancing team skills and performance.

- Passionately developed and managed efficient, secure, and well-documented Knowledge Management Systems (KMS).
- Ensured clear and organized documentation of technical details for effective communication across diverse audiences.
- **Collaboration and Stakeholder Engagement:**
- Collaborated with internal and external stakeholders, facilitating project needs, execution, and analysis for products like Mindspark.
- Worked with clients and evaluators to understand implementation challenges, ensuring project success.

IT Support and Troubleshooting: Independently resolved 8 language tech issues, coordinating with IT for effective resolutions, including SQL database queries and data analysis.

- Provided comprehensive IT support for interface enhancement, bug-fixing, and coordination with multimedia teams for web and mobile applications, ensuring data integrity.

Pedagogical Content Development: Aligned scaffolded content to teach concepts in a pedagogically sound and engaging manner, enhancing learning experiences.

- **Educational Research and Reporting:** Interacted with CA community associates, conducted student interviews, and reported valuable insights from the field.
- **Communication and Content Creation:** Contributed to monthly newsletters' content for external audiences, sharing valuable updates and insights.
- Effectively communicated technical details to individuals from diverse backgrounds, facilitating clear understanding.

Tool Proficiency: Proficient in project management tools like Zoho, JIRA, and cloud-based tools, SQL and Confluence.

Education

2023

Pursing MBA | HR

Kuvempu University DDE

Shivamogga, Karnataka

BCA | Bachelor of Computer Application

GFGC Collage, Kuvempu University

Shivamogga, Karnataka

GPA: 63.07

- Created a Live project using JAVA for a Hubballi-based project management company
- Worked on implementing college office management software
- Member of Anti-ragging squad
- Headed the technical support team for NAAC committee visit

SSLC

Kumadvati school, Shikaripura

Shivamogga, Karnataka

GPA: 75.04

Linguistic Abilities

- English
- Kannada
- Hindi
- Konkani
- Telugu

Hobbies

Skating, Yoga, Singing,

Videography

LinkedIn:

www.linkedin.com/in/manoj-mahale-b6a9441b0

Experience

July 2020 - December 2020

Educational Initiatives Ltd, Bengaluru

Educational Consultant

- Created high-quality foundational literacy content and assessment tools for Ei projects
- Worked as a content creator, translator and approver in Educational Initiatives (EI) [Created, and validated more than 2000 questions of G1 to 9]
- Have experience in Passage and poem translations from Hindi to Kannada and English, English Math to the Kannada language
- Animation/Text reviewer and video audio approver for Kannada Ani books(Video-based passage) in cooperation with EI. (Youtube.com)
- Took complete ownership of projects assigned and timely delivery of the projects

March 2020 - December 2020

Narayana Netralaya, Bengaluru

Software coordinator

- Expertise in handling IT-related issues and implementing the projects
- We as a team made live (implemented) Netram Software of all modules in NN1, and NN2 on November 9th, with 1000 live users
- Managed both Appointment and optometrist modules and resolved their queries in Netram Software
- Created more than 60 operatives Notes (OT Notes) for Doctor's modules
- Trained 27 Doctors about Netram Software and trained 130 other users.
- Complete ownership of modules and created process documentation of each item

Certificate:

- JIRA Certification by Atlassian
- Certificate Course in Computer Troubleshooting (H&S)

Accomplishments:

- Awarded for excellence in coordinating and executing high-quality newsletter production for EI.
- Collaborated effectively with teams to successfully deliver Mindspark content to Naandi and Magic Bus clients. Developed and implemented strategies to ensure successful delivery.
- Demonstrated ability to quickly learn new project management software, mastering its features and functionality in a short amount of time.(Jira, Confluence)
- Skilled in designing, leading and delivering successful training sessions tailored to the needs of the audience.

DECLARATION

I hereby solely declare that the above-furnished details are true to the best of my knowledge.