

Resume

Ms. Pallavee Patwardhan

Contact: ppatwardhan@gsu.edu

Education

- Master degree from Georgia State University (2005)
Project: Laboratory based research project: Separation of extracellular proteins of *P.fluorescence (biological strain)* using two dimensional electrophoresis.
- Medical technologist M (ASCP) (2013)

Summary

- Master of Science degree in biology, M (ASCP) certification
- Over twelve years of teaching experience as a lecture and laboratory instructor for face-to-face and online class at PC GSU
- Passion to teach students and help them achieve their goals
- Developed and taught microbiology and Human Anatomy and Physiology lecture and laboratory for face-to-face and lecture online
- Experience in teaching Anatomy and physiology lecture and lab
- Experience in teaching general biology, cell biology, diversity in the living organisms, anatomical structures and physiological processes, tissues, immune system, genetics, animal biology, hematology labs, organ systems, biotechnology, dissection, microbiology, diversity of living organism
- Was active member of microbiology and Human anatomy and Physiology curriculum committee at GPC
- Actively participated in science Olympiad and STEM initiative school teacher biology workshop at GPC
- Worked at DeKalb medical center in clinical microbiology laboratory as a medical technologist
- Hands on experience in clinical microbiology lab at DeKalb medical hospital
- Flexible, responsible, quick learner, hardworking, and a team player
- Excellent communication, organizational and computer skills
- Excellent ability to review, revise and document teaching materials
- Excellent in written and oral communication

Professional Experience

PC Georgia State University, GA

May 2006-current

Title: Instructor of Biology

Job responsibility:

- To teach lecture or / and lab courses on campus or / and online.
- Maintains students grades, advising records in MS excel.
- Coordinate online meetings with students, maintain records of every course
- Worked on curriculum committee and gather data for college curriculum and assessments using MS word, PowerPoint and Excel.
- Created syllabus, schedule, guidelines, grade determination consistent with the college's policy, maintains online office hours, contact students if they wish to discuss class material, actively participate in online course by logging every day, answering emails, provide quick feedback by responding discussions, students questions in timely manner etc.
- Organize, prepare and regularly update all personal teaching materials for the courses
- Applies problem –solving skill assignments, applications in real world to connect the course
- Submits class roles, grades on time as per college requirement.
- Refer students to the appropriate College resources.
- Participated in student orientation, advisement events

Laboratory Experience:

- Careful handling of biological samples, bacterial cultures, microbial growth medium, study their growth, perform diagnostic tests, collect data, and analyze of results
- Experience in performing and reading gram staining, biochemical tests, identification of microbes, worked with blood culture and other selective, differential bacteriological media.
- Experience with Quick check C.diff EIA, flu, strp/ Legionella quick EIA, ova and parasite testing and fecal WBCs on stool samples
- Work with all selective and differential media, PCR technique.
- Set up different biology laboratory, distribute samples, recording and interpretation of results
- Accurate data collection, attention to details
- Six years of teaching experience in microbiology and biology (theory and lab) to undergrad students major in pre-medical, pharmacy, dental hygiene, paramedical

Computer and Data management skills

- Proficient in Soft lab, AcuteCare system, Microsoft Excel, Microsoft Word, PowerPoint, Microsoft Office 2000/XP, use of interactive learning tool-WebVista/ iCollege, Wimba, D2L
- Prepare and present data in written form effectively. Good oral communication skills.
- Excellent abilities to track data, keep accurate records, flexible, responsible, hard working
- Pays attention to details, can work in a team or independent

Professional development

- Active member of American Society of Microbiology (ASM)
- Participated in many online biology laboratory and online teaching skills conferences
- Participated in online laboratory teleconference
- Design and participated in elementary teacher Biology laboratory workshop at Georgia Perimeter College

Communication skills

- Excellent communication skill via email, announcements, discussions, phone
- Trained in D2L course delivery system, quick response to students query email
- Good oral and written communication skill
- Adhere to policies and regulation of college
- Introduces videos, chat sessions, animations in the classes

Computer Skills

- Trained in D2L course delivery system
- Use of interactive learning tool-iCollege/WebVista/Blackboard/ WebCT
- Proficient in Microsoft Excel, Microsoft Word, PowerPoint, Microsoft Office 2000/XP

Employment history

- PC GSU (05/06 – Present)
Instructor of Biology
- DeKalb Medical Hospital (12/11-12/14)
Medical Technologist
- Emory university (5/06-9/06)
Research Associate
- GeneCure LLC, Atlanta, GA (6/05-7/05)
Graduate Research Assistant
- Georgia State University, Atlanta, GA (1/05- 5/05)
Teaching Assistant in Biology

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