

# Vidya Irene Purushottam

ESL / EFL Instructor | Curriculum & Assessment | MA TESOL (in progress)

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## Professional Summary

Experienced ESL/EFL instructor with 7+ years' combined teaching and training experience across universities, language institutes, and corporate settings. Strong record in curriculum design (ADDIE), lesson planning aligned to ACTFL novice/intermediate functions, classroom assessment, and learner support for diverse, multilingual cohorts. Currently pursuing an MA in TESOL (expected April 2026). Fluent in English and Hindi; working proficiency in Telugu; basic Cebuano and Nepali.

## Education

**Brigham Young University – Provo, USA** — Master of Arts in TESOL (in progress),  
Expected April 2026

**Brigham Young University – Hawai'i, USA** — Bachelor of Arts in TESOL & Education,  
2022; Minors in Psychology & Special Education

## Core Skills

Curriculum Design (ADDIE), Syllabus & Lesson Planning, ACTFL-aligned Objectives, Grammar & Writing Instruction, Integrated-Skills Teaching, Classroom Assessment, Rubrics, ESP/Academic English, Materials Design, Classroom Management, Student Advising, Canvas/Moodle/Google Classroom, MS Office/Google Suite, Canva

## Languages

English (Fluent), Hindi (Fluent), Telugu (Intermediate), Cebuano (Basic), Nepali (Basic)

## Professional Experience

**Brigham Young University – Provo, Center for Language Studies (CLS) — Provo, UT, USA**

Hindi Professor | Jan 2025 – Present

- Design and teach Hindi 101 using communicative approaches with ACTFL novice-level functions and performance descriptors.
- Build course plans, assessments, and rubrics following the ADDIE model; integrate learner analysis to adapt pacing and tasks.
- Develop unit blueprints, can-do statements, and task-based activities for shopping, time, daily routines, and interpersonal communication.

- Collaborate with CLS staff to align course outcomes and ensure continuity across Hindi language sequence.

**PACE International Academy — Remote / India**

English Instructor (Part-time/Online) | May 2023 – Aug 2024

- Deliver learner-centered ESL lessons to mixed-ability cohorts; emphasize speaking, listening, and vocabulary development.
- Create customized materials for general English and study skills; track progress and provide targeted feedback.
- Incorporate digital tools (Google Classroom, Docs/Slides) to facilitate asynchronous practice and formative assessment.

**Brigham Young University – Provo, English Language Center (ELC) — Provo, UT, USA**

ESL Instructor | Sep 2023 – Dec 2024

- Taught integrated-skills ESL courses to university-bound learners; planned grammar, reading, and speaking lessons with clear, measurable outcomes.
- Designed quizzes and performance tasks; analyzed results to inform re-teaching and learner support plans.
- Contributed to curriculum evaluation and materials improvement; coordinated with colleagues for program coherence.

**US Ling Institute — Salt Lake City, UT, USA**

ESL Teacher (Adults) | Apr 2021 – Aug 2022

- Facilitated adult ESL classes across levels; scaffolded instruction for diverse proficiency backgrounds.
- Prepared lessons targeting functional communication, pronunciation, and workplace English.
- Maintained attendance and progress records; provided individualized feedback and study plans.

**Brigham Young University–Hawai‘i, ESL Department — Lā‘ie, HI, USA**

ESL Tutor & Teaching Assistant | Sep 2019 – Jun 2021

- Tutored ESL students in grammar, writing, and academic skills; supported lesson delivery and grading.
- Held study sessions and micro-workshops on vocabulary, reading strategies, and error correction.

**Brigham Young University–Hawai‘i, Online Teaching — Lā‘ie, HI, USA (Remote)**

Online Teacher/Tutor | Jan 2019 – Sep 2019

- Taught/tutored learners online using video conferencing and LMS tools; designed interactive slide decks and assignments.
- Monitored learner engagement and provided timely, actionable feedback.

**Inlingua Language School — India**

English Instructor | Apr 2013 – Aug 2017

- Taught general English and conversation courses to youth and adult learners in small groups and one-to-one formats.
- Used placement diagnostics to set personalized learning goals and track progress.
- Prepared learners for functional communication at work and in academic settings.

**Church of Jesus Christ of Latter-day Saints — Philippines — Philippines**

Volunteer Teacher (Religion & English), Community Service | Mar 2011 – Oct 2012

- Conducted daily teaching, training, and community outreach; taught structured lessons and led group discussions.
- Organized service projects; collaborated cross-culturally to meet local needs.

**Manipal Institute of Computer Education (MICE) — Goa, India**

Teacher | Mar 2009 – Nov 2009

- Delivered foundational computer and communication skills training to entry-level learners.
- Assessed learner progress and supported remediation plans.

**Brigham Young University–Hawai‘i, Financial Aid Office — Lā‘ie, HI, USA**

Student Worker | Jan 2019 – Dec 2020

- Supported student services: file management, intake, and information desk coverage with high accuracy.
- Improved FAQ materials and checklists to streamline student support.

**Brigham Young University–Hawai‘i, Department of Public Safety — Lā‘ie, HI, USA**

ESL Instructor (Internal Training) | Sep 2017 – Dec 2018

- Facilitated English improvement sessions for staff; developed short modules on customer interaction and clarity.

**CampusEAI, Gurugram, Haryana — Gurugram, India**

Relationship Manager | Feb 2010 – Mar 2011

- Managed client accounts and onboarding; coordinated with technical teams to ensure platform adoption.
- Conducted product walk-throughs and gathered feedback to inform updates.

**Raas Intratech, New Delhi — New Delhi, India**

Assistant Manager – Sales | Apr 2007 – Aug 2008

- Supported B2B sales pipeline; prepared proposals and coordinated demos with prospective clients.
- Maintained CRM records and weekly performance reports.

**British Council Division, New Delhi — New Delhi, India**

Examinations – Junior Management | Mar 2006 – Feb 2007

- Assisted in exam administration and candidate support; ensured compliance with test security protocols.
- Coordinated scheduling, invigilation rosters, and communication with partner centers.

**American Express, Gurugram — Gurugram, India**

Customer Service Executive | Sep 2004 – Jan 2006

- Handled corporate card customer queries; resolved issues within SLA and improved CSAT scores.
- Documented cases and contributed to knowledge-base articles.

**IBM Daksh, Gurugram — Gurugram, India**

Associate, Corporate Cards | Jan 2004 – Aug 2004

- Processed card applications and updates; liaised with cross-functional teams for timely resolutions.

**Selected Projects & Presentations**

- iTESOL Conference: “Efficiency, Quality, User Experience, & Training Needs in AI-assisted Vocabulary Test Bank Creation” (Co-presenter).
- Citizenship Curriculum: Co-developed curriculum for immigrants preparing for U.S. naturalization interviews (task-based modules; speaking/listening focus).
- Legal English/ESP (“The Law Project”): Contributed materials for legal English and ESL integration.

## **Leadership & Service**

- President & Vice President, BYU–Hawai‘i Great India Club (multiple terms, 2018–2021): Led events, service projects, and career workshops; coordinated with Student Leadership & Service.
- President, BYU–Hawai‘i TESOL Society (2019): Organized peer workshops and study groups.
- Member, Student Advisory Council; involvement across multicultural clubs and service centers (2017–2021).

## **Awards**

- 2nd Prize – Great Ideas Challenge (Social Entrepreneur Category), “The 10th Loaf,” 2019.