

CURRICULUM VITAE

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PERSONAL STATEMENT

I am a young lady of many talents who believes that every situation we encounter in life is meant to polish and build us up for our future use. Having a quindecennial of teaching and pastoral experiences with the aspiration and ability to do even more, I have always been of the impression that Life has trained me to be everything and anything, anywhere I find myself.

I am an enthusiastic, optimistic and motivated self-starter who has outstanding communication skills, capable of managing their own caseload, and able to take on any role, no matter how challenging, and excel at it.

CAREER OBJECTIVES

To make an indelible impact on the Ghanaian society and beyond, as far as possible, through writing, teaching and motivating others.

To set up a rehabilitation project for people living with abuse.

To set up an Alternative Learning Provision academy in my home country to cater for pupils with Social, Emotional and Mental (SEMH) issues.

EDUCATION BACKGROUND

Certificate: **Bachelor of Art, English Education**

Institution: **University of Education, Winneba - Kumasi Campus** (Now AA-MUSTED)

Dates: **August, 2015- July, 2019**

Certificate: **Diploma in Basic Education**

Institution: **Wesley College of Education, Kumasi**

Dates: **October, 2005 – August, 2008**

Certificate: **Senior Secondary School Certificate Examination**

Institution: **Toase Secondary School, Nkawie – Kumasi**

Dates: **September, 2001 – July, 2004**

Certificate: **Basic Education Certificate Examination**

Institution: **Mother Smith International School, Atonsu - Kumasi**

Dates: **September, 1998 – April, 2001**

WORK EXPERIENCE

Date: March, 2020 – currently

Job Role: Teacher (English Language)

Organization: KNUST Senior High School, Boadi – Kumasi

Date: December, 2015 – currently

Job Role: Vice President (Part-time Voluntary work)

Organization: Advocacy for the Abused Foundation, Atonsu – Kumasi.

Date: September, 2018 – December, 2018

Job Role: Internship (English Language)

Organization: Kumasi Senior High Technical School, Patase – Kumasi

Date: August, 2015 – July, 2019

Gap in employment

Description: Time taken off paid employment to pursue my bachelor's degree program.

Date: September, 2010 – August, 2015

Job Role: Teacher (Religious Education & Akan Language)

Organization: Abuontem D/A JHS, Bosomtwe-District, Kumasi

Date: September, 2008 – August, 2010

Job Role: Teacher (English Language & Akan Language)

Organization: Asamang D/A JHS, Nwabiagya-District, Kumasi

Date: September, 2007 – July, 2008

Job Role: Internship (Whole School)

Organization: Kwamwoma L/A Primary School, Atwima District, Kumasi

POSITIONS HELD

2017 - 2018: Vice President of Atwima Hall of Residence, UEW – Kumasi campus (Now AAMUSTED)

2017 - 2018: Chairperson of the Legal Committee, Debate Society UEW – Kumasi campus (Now AAMUSTED)

2017 - 2018: Chairperson, Financial Committee, Atwima Hall of Residence, UEW – Kumasi campus (Now AAMUSTED)

2016 - 2019: PTA Treasurer, Jesus Cares Day Care Centre, Atonsu Agogo, Kumasi

2010 - 2013: School Treasurer at Abuontem D/A Junior High School, Bosomtwe District, Kumasi

2008 - 2010: School Secretary, Asamang D/A Junior High School, Atwima Nwabiagya District, Kumasi

2006 - 2007: Entertainment Committee Member, Wesley College of Education, Kumasi

2006 – 2007: Treasure, Vera Hall of Residence, Wesley College, Kumasi

2003 - 2004: Secretary, National Union of Presbyterian Students, Toase Secondary School, Kumasi

2002 – 2003: Potter, National Union of Presbyterian Students, Toase Secondary School, Kumasi

2000 – 2001: Sectional Leader, Mother Smith International School, Atonsu-Kumasi

PERSONAL QUALITIES, SKILLS & INTERESTS

I am a computer literate.

I have excellent writing skills, with a number of written articles (unpublished).

I have quality communication skills and excellent human relation.

I make quality delivery even when under pressure.

I have the ability to multitask.

I am jovial and lively with a good sense of humour

I have excellent public speaking and debating skills.

I have in-depth knowledge on reports and report writing.

I love to learn and be learned from.

I am self-motivated and an optimist.

I am open to diverse ideas and/or training whenever required.

I am able to relate with people with Social, Emotional and Mental Health (SEMH) conditions on a person level

I love to be involved in activities like debates, drama, creative writing and sports.

I love to offer pastoral support to young people.

I have excellent childcare abilities.

I am very clean, tidy and a great housekeeper.

LANGUAGES SPOKEN

1. English Language (Advanced Speaker)

2. Akan Language (Native Speaker)

3. French/German Language (Basic Speaker)

HOBBIES

1. Reading

2. Writing

3. Watching Cartoons

4. Listening to music

5. Watching historical movies

6. Family Outing