

## CURRICULUM VITAE

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Name: Mrs. Lydia Abrafi Nsiah  
Rank: Assistant Director I (Due for promotion)  
Date of birth: 2<sup>nd</sup> October 1973  
Nationality: Ghanaian  
Marital status: Married  
Residential Address: P. O. Box 428 Sunyani  
Office address: P. O. Box 134 Sunyani  
Email address: [abrafi.lydia@yahoo.com](mailto:abrafi.lydia@yahoo.com)  
Mobile number: 0208980034/0240576603

### EDUCATIONAL BACKGROUND

#### INSTITUTIONS:

University of Education:(Kumasi) - 2013-2015  
University of Cape Coast: (Cape Coast) - 1998-2001  
Mount Mary Training College: (Somanya) - 1993-1996  
St. John's Grammar School: (Accra) - 1987-1993  
SDA Middle School:(Mampong Kofiase ) - 1983-1987  
Datus Preparatory School, Accra - Primary Education

### **QUALIFICATION:**

MA Educational Leadership	-	2015
Bachelor of Management Studies	-	2001
Cert 'A' 3 year Post Secondary	-	1996
'A' level	-	1996
'O' level	-	1993

### **WORKING EXPERIENCE:**

Sunyani Municipal Edu.Office, Training/

Girls Education Officer - Jan.2012 to date

Special Co-ordinator, New Dormaa SDA school,  
Sunyani - 2010- 2012

Sunyani Municipal Education Office  
Pre-School Co-ordinator - 2005-2011

Asunafo District Education Office Personnel 1 - 2004-2005

Asunafo District Education office - Girl's  
Education & Pre-School Co-ordinator. - 2002-2004

Dansoman '4' L/A JHS Accra - French teacher - 2001-2002

Kofi Adjei I/A JHS Mampong - French teacher - 1996-1998

## **LEADERSHIP ROLE IN THE CHURCH**

Executive Committee Member (NGUM )	- 2015- To Date
National Advisory Board for SGUC & NGUM	- 2016 -To Date
Mid-West Ghana Conference Trust services Committee Member	- 2010- 2014
SDA Secondary School Sunyani Board Member	- 2011 -2014
Mid-west Ghana Conference Education Committee Member	- 2006 -2009
Sunyani North District Children's Ministry Co-ordinator	- 2011-2013
Sunyani North District Women's Ministries Co-ordinator	- 2009- 2010 2016 -To Date

## **HOBBIES:**

Reading and listening to gospel music.

## **REFEREES**

MRS THERESA KYERE BOAKYE  
SUNYANI MUNICIPAL DIRECTOR  
GHANA EDUCATION SERVICE  
P. O. BOX 134  
SUNYANI  
050-2356303

PASTOR PAUL TWUMASI DANKWA  
PRESIDENT, MID-WEST GHANACONFERENCE OF  
SEVENTH-DAY ADVENTIST CHURCH  
P. O. BOX 727  
SUNYANI  
020-8210090

## CURRICULUM VITAE - VIVIAN TINDANA

### PERSONAL DETAILS

**NAME:** Vivian Tindana  
**NATIONALITY:** Ghanaian  
**DATE OF BIRTH:** 3<sup>RD</sup> September, 1965  
**DATE AND PLACE OF BIRTH:** Goaso, Brong Ahafo Region  
**RESIDENTIAL ADDRESS:** South Ridge Central, Plot 139/B, Sunyani  
**WORKPLACE ADDRESS:**  
**MOBILE CONTACT:** 0201225096/0247808010  
**EMAIL ADDRESS:**  
**MARITAL STATUS:** Married  
**RELIGIOUS DENOMINATION:** Christian  
**LANGUAGES SPOKEN:** English, Twi, Frafra, Kusaal, Dagari, Hausa and Wala

### EDUCATION AND TRAINING

<u>SCHOOL / INSTITUTION</u>		<u>DATE</u>	<u>CERTIFICATE AWARDED</u>
Garu D/C Primary School	-	1975-1981	NONE
Winamzua Middle School, Bawku	-	1981-1985	MSLC
Pusiga Training College	-	1985-1989	NONE
Tamale Training College	-	1993	TEACHER'S CERTIFICATE A
University of Education, Winneba	-	2002-2005	DIPLOMA IN BASIC EDUCATION
University of Education, Winneba	-	2005-2008	DEGREE IN BASIC EDUCATION

### INSERVICE TRAINING / COURSES ATTENDED

1. HIV/AIDS workshop - 10/09/07 to 12/09/07
2. CBI/SBI INSET Training - 07/12/07
3. NALAP workshop - 30/10/07
4. Integrated Approach to Literacy - 18/05/11 to 20/05/11
5. Early Grade Reading Materials Implementation workshop - 27/06/17 to 02/07/2017

### PROFESSIONAL DETAILS

PRESENT PROFESSION: Teaching

REGISTERED NUMBER: 5907/93

DATE OF FIRST APPOINTMENT: 1<sup>ST</sup> September, 1989

PRESENT RANK: Assistant Director II

### WORK EXPERIENCE

1. Classroom Teacher at Gbego Primary School, Wa Experimental Primary, St.Paul Methodist Primary in Wa, Danko Islamic Primary in Wa, Huriya Islamic Primary in Wa, Bagabaga Demonstration Primary in Tamale, Sakasaka Primary School in Tamale, Old Tafo Methodist Primary in Kumasi, Atronie Methodist Primary and Ridge Experimental KG.
2. Resource Teacher for Pre-schools at Sunyani Municipal Education Directorate.
3. Facilitator in Early Childhood Reading Materials Implementation for selected teachers within Sunyani Municipal Education Directorate.

### EXTRA CURRICULLUM DUTIES

1. Sunday School Teacher at Deeper Life Bible church

### PERSONAL SKILLS AND ABILITIES

1. Excellent leadership and innovative skills
2. Good written and communication skills
3. Excellent organizational skills
4. Ability to work under pressure
5. Good interpersonal relationship and teamwork abilities
6. Innate love for children especially their welfare and training

# CURRICULUM VITÆ (C.V)

## PERSONAL INFORMATION

Name : Owusuah Constance  
Address : P. O. Box 134, Sunyani – B/A  
Telephone : +233(0)-208-030-030  
Email : [cowusuah1966@yahoo.com](mailto:cowusuah1966@yahoo.com)  
Nationality : Ghanaian  
Date of Birth : 21<sup>st</sup> June, 1966  
Place of Birth : Kumasi  
Gender : Female  
Marital Status : Married  
Religion : Christian  
Place of Residence : Sunyani  
Languages/Dialects : English & Twi

## SPECIAL CAPABILITIES

- Familiar with Microsoft Word
- Confident communicator and interpersonal relation skills
- Project and Program Planning and Implementation
- Ready to work and cope with challenging environment
- Able to work with pressure
- A good working knowledge on child development both special and normal child

## EDUCATIONAL BACKGROUND

INSTITUTION	QUALIFICATION	DURATION
University of Education, Winneba	Masters in Educational Administration and Management (M.ED)	July 2013 to August 2014
University of Education, Winneba	Bachelor of Education (B.ED) Early Childhood Care and Development	August 2007 to May 2011
Atebubu Training College	Teacher's Certificate 'A' (‘A’4year)	September 1983 to June 1987
Nsawkaw Methodist Continuation Middle School	Middle School Leaving Certificate (MSLC)	September 1973 to July 1983

## SEMINARS ATTENDED:

- KG. Assessment tools (How to assess KG Child)
- Learning in Community settings (involving the Community in children's learning activities)
- New Methodologies in KG Education
- Effective handling of KG child

## WORKING EXPERIENCE:

INSTITUTION	POSITION HELD	DURATION
Municipal Education Office	Pre-School/ECD Co-ordinator	September 2011 to date
Anwomaso M/A KG, Kumasi	Assistant Headmistress	September 2000 to 2007
Bomso M/A Prim. Sch., Kumasi	Teacher	September 1998 to 2000
Obiri Yeboah M/A Primary School, Kumasi	Teacher	September 1987 to 1999

## **POSITION HELD**

### **September 1986 - 1987 Academic Year**

Entertainment Prefet – Atebubu Training College

### **September 2000 - 2007 Academic Years:**

Assistant Headmistress – Anwomaso M/A Primary School, Kumasi.

### **October 2013 - 2016 Academic Year**

Assistant President – Susuana Wesley Women Association, Wesley Methodist Church, Sunyani

## **SOCIAL ATTRIBUTES:**

- Sociable
- Humble
- Disciplined
- Team Player

## **HOBBIES:**

- Cooking
- Singing and listening to music
- Facilitating young children's learning activities

## **REFEREES:**

1. Mad. Salomey Praise Otami  
Department of Early Childhood Education  
University of Education, Winneba.  
Tel: 0271803748
2. Mr. Zigah  
Department of Guidance and Counseling  
University of Education, Winneba.  
Tel: 0245990851
3. Theresa Kyere-Boakye (Mrs.)  
Municipal Director of Education  
P. O. Box 134, Sunyani  
Tel: 0502356303