**Mr. Shamvu**

[**Shamvu.333646@2freemail.com**](mailto:Shamvu.333646@2freemail.com)

Highly motivated, dedicated, creative and well educated educational professional with national and international English as a foreign language teaching and educational administrative experience is seeking a job in the education sector abroad.

**Summary\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* + - * Profile: Male 55, Married
      * Nationality: Nepalese
      * Current Location: Kathmandu , Nepal
      * Current Position: Associate Professor of English
      * Company: Tribhuvan University , Kathmandu , Nepal
      * Preferred Location: Kathmandu
      * Salary Expectation: US$ 3000.00-35000.00

**Work Experience** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

March 2008- Present ***Associate Professor of English***

Tribhuvan University, Kathmandu, Nepal

Tribhuvan University (TU), which was established in 1959, is the first national institution of higher education in Nepal.It is s a non-profit making autonomous institution funded by the Government of Nepal. On January 8, 2013, the government of Nepal has principally agreed to declare Tribhuvan University as the Central University.

**Objectives:**

* To prepare capable human resources required for the overall development of Nepal
* To impart standard higher education
* To protect and develop national culture and tradition
* To involve in extensive, empirical and timely creation of knowledge and research in the fields of arts, science, technology and vocation

**My Main achievement includes**

Planning, teaching English language, literature and linguistics, managing, and improving the learning of students.

Upgrading and updating existing English language curriculum and teaching English in accordance with modern language teaching methods and techniques.

Supervise Education Team and Education Coordinator to ensure the overall success and effective daily operations of the department.

Ensure high service level of the English teaching education of the department

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

June 2007 –Dec.2009 ***Coordinator of M A English Program Tribhuvan University Kathmandu***

Tribhuvan University, Padmakanya Multiple Campus, Department of English

Responsible to Head of Department and Campus

Main duty includes

* Approve scheduling of courses, manage and control the training schedules.
* Develop with the Education Team to set up program materials, and training curriculum.
* Work with instructors to establish effective training delivery.
* Ensure that the costs of planned programs are within budget.
* Research new technologies and methodologies in workplace for learning and presenting.
* Ensure the quality of teaching and training delivery.
* Evaluate training delivery.
* Policies and procedures. Develop, propose and enforce departmental management.
* Communicate with the management to ensure that the EFL teaching program serves the department
* Supervise departments, personnel and enforces evaluation procedures.
* Deliver training internally and externally.
* Ensure high service level of the English
* Manage the learning of the students, maintaining individual students’ records..
* Communication, co-ordination and networking with Ministry of Education, Government District Education Office, Office of the Registrar, Universities, Public and Private Schools of both within the valley of Kathmandu as well as remote parts of Nepal .
* Planning and participating in professional development opportunities to develop knowledge, skills, and abilities.
* Inviting experts from different field of studies for lecture and guidance.
* Welcome Multiracial and multilingual visitors to a high standard and with the outmost courtesy.
* Conduct seminars and workshops.
* Guidance on performance-based funding
* Information on building strong M&E systems
* Guidelines for selecting, measuring and reporting standard indicators
* Training, reporting and budgeting
* Monitoring, Evaluation and Supervision of English language activities of each instructor.
* Work as a facilitator, trainer and observer and mentor for educational program in different cultural settings in remote parts of Nepal
* Provide feedback and reports.
* Inviting related field of experts for training and guidelines.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

March 2007-April-2007

***English Language Examiner***

Professional Language Solution 11 Coldbath Square

The main duty includes to conduct test of English language skills of listening, speaking , reading and writing of Nepali candidates for the selection for employment in Great Britain.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jan 2003-Apr 2003

***Language Research Officer***

Nepal Research Centre, Goethe Institute

Kathmandu, Nepal

Participated in Socio-cultural Linguistic Survey of remote eastern districts of Nepal. My responsibly was to find out socio culture linguistic structure of the chosen villages through applying various research methodology.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jan 2004-Feb 2004

English Language Teacher ( Internship)

Congressional Church, Laconia , New Hampshire, USA

The main responsibility was to teach English applying new methods of teaching language with pre-plan lesson and visual aids.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Educational Qualification**

* **English as a Second language Learning**

School for International Training (SIT) ***Vermont USA***

ESL Training (2005)

* **Master of Arts in English Literature (1984)**

Tribhuvan University, Kathmandu**,** Nepal

* **Bachelor of Arts in Education with major in English and minor in Nepali language teaching.**

Tribhuvan University, Katmandu, **Nepal (1981)**

* **Diploma in English and Liberal Arts (1985)**

George Brown College Toronto**, Canada.**

* **Diploma in Educational technology. (1985)**

International Labor Organization (**ILO**) **Turin,Italy**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ESL Internship**:

a) George Brown College, Toronto , Canada

b) Congressional Church, Laconia, New Hemisphere, USA

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Skills**

* + - * Teaching & training
      * Creative
      * Tech-friendly
      * Responsible
      * Hard working and works with minimal supervision
      * Building relationship with cultural awareness

**IT skill**  a) Software, Hardware, Microsoft Office, Internet, Email etc.

George Brown College, Toronto, Canada

**EFL Teaching and Educational Management Experience**

* Work as a facilitator, trainer and observer and mentor for educational program in different cultural settings in remote parts of Nepal

**Seminar Presentations:**

* Varieties of English.
* Role of teachers' in Counseling.
* Language, culture and Society.
* Role of woman in Nepalese Society

**Participation in International Seminar**

* International Labor Organization, Turin, Italy,
* George Brown College, Toronto Canada
* Colombia University , New York, USA
* School for International Training ( SIT) ,Brattleboro,Vermont , USA

**Membership**

* Life member of Nepal Red Cross Society.
* Linguistic Society of Nepal.
* Literary Society of Nepal.