**Form TECH-6**

**CURRICULUM VITAE (CV)**

|  |  |
| --- | --- |
| **Position Title** | Placement and Counselling Expert |
| **Name of Expert:** | Ramita G.C |
| **Date of Birth:** | BS. 2054-11-23 |
| **Citizenship/Residence** | Nepali |

**Education:**

|  |  |  |  |
| --- | --- | --- | --- |
| Degree | Specialized Education | College/University | Pass Out Year |
| Bachelor | Rural Development | Mid-Western Universoty | AD 2020 |

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Employment record relevant to the assignment:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Period** | **Employing organization and your title/position. Contact information for references** | **Country** | **Summary of activities performed relevant to the Assignment** |
| April  2019  to Feb  2021 | Job title: Full time  Name of Employer: Deuti Technical Training Institute Pvt. Ltd.  Contact of Employer:  Tel No: 083-523139  Email:brps2070[@gmail.com](mailto:peace.technical@gmail.com)  Mr. Upendra Khadka | **Nepal** | *1.*To Conduct program orientation at V D C level.  2. To Conduct market survey for potential product marketing.  3. To Conduct Participatory Rural Appraisal (PRA) and wellbeing ranking.  4. To Conduct household survey ( Form A) in MEDEP/MEDPA.  5. To Conduct survey of entrepreneurial skills character.  To group formation.  8. To Conduct and follow up regular group meeting.  9. To facilitate in saving and credit mobilization.  10. To prepare business plan for each entrepreneurs.  11. To facilitate and support for credit access.  12. To coordinate for various types of skill and vocational trainings such as modern Iron training, Allo weaving training.  13, To coordinate and facilitate in B2B linkage.  14. To facilitate in labeling, packaging and branding activities.  15. To conduct public audit for various activities conducted at community level.  16. To support and facilitate in establishment and Implementation of CFC  17. To prepare monthly and quarterly progress reports.  18. To collect data and filling annexes (forms) for database entry.  19. To conduct SIYB trainings.  20. To conduct need assessment for scale up of Micro entrepreneurs. |

**Membership in Professional Associations and Publications: NA**

**Language Skills (indicate only languages in which you can work):**

Nepali, Hindi, and local dialects

**Adequacy for the Assignment:**

|  |  |
| --- | --- |
| **Detailed Tasks Assigned on Consultant’s Team of Experts:** | **Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks** |
| * Facilitation- managing activities, eliciting, contribution, and learning, * Monitoring of training sessions, feedback to the instructors and trainees in daily teaching-learning, * Arrange and organize the exposure and field visit as per the trainees requirement, * Coordination for the post training support activities and employment of the training participants, * Coordinate between the project and proposed work site or workshops, organization and trainees for job training, practical sessions, and job placement, * Report and brief the training status to the team leader about the training activities. | **Name of the assignments/project:-** Short Term skills training  **Position Held :** Monitoring Officer, Training Coordinator  **Activities Performed:**   1. Placemen and Counseling of vocational trainings for post training employment 2. Instruct trainees in related areas 3. Support for training conduction, potential trainee selection and monitored the training events \ 4. Support in placement of graduates post training. 5. Facilitate to develop training manuals and other teaching manuals. |

**Expert’s contact information:** (e-mail: [*indrrajskt@gmail.com*](mailto:indrrajskt@gmail.com) phone: 9858053402)

**Certification:**

I, the undersigned, certify to the best of my knowledge and belief that:

(i) This CV correctly describes my qualification and experience

(ii) I am not a current employee of the GoN

(iii) I certify that I have been informed by the company that it is including my CV in the Proposal for this proposal. I confirm that I will be available to carry out the assignment for which my CV has been submitted in accordance with the implementation arrangements and schedule set out in the Proposal.

(iv) I declare that I am participating in this selection process only from this Company.

Ramita G.C 17/01/2021

Name of Expert Signature Date

Indra Raj Sharma 17/01/2021

Name of authorized Signature Date

Representative of the Consultant

(the same who signs the Proposal)