**Nilam Sangroula**



##### Budhanilakhanta Municipality-6, Kapan, Kathmandu

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Personal statement

A result oriented professional, experienced in providing technical and administrative expertise to complete projects on time. I am knowledgeable in disseminating projects information to project stakeholders, monitoring the progress of projects, developing and maintaining project deliverables. I have been involved in teaching, research design, monitoring and evaluation, capacity building as well as planning and implementing projects. I am looking for a position in a challenging environment that strives for both organizational and personal development.

Education

Master of Management (MMgt) in HRM

Toi-Ohomai Institute of Technology, New Zealand

**Thesis:** *An Analysis of Total Quality Management (TQM) Implementation and its Impact on the Performance of Small Businesses in Rotorua, New Zealand.*

**Key Skills gained:**

* Analytical and conceptual thinking, with a conscientious approach to managing workloads.
* Ability to handle, analyse and interpret complex data, before presenting it back based on the overall analysis made.
* Advanced research skills, proposal writing, research methods and methodologies etc.
* Advanced problem solving and numeracy skills.
* Accomplished communication skills, both written and verbal, developed through numerous essays and presentations.
* Microsoft Office, including Access, Excel, Word, PowerPoint and SPSS data analysis programing.

**Notable Modules** – Advanced Applied Research Project, HR Management, Finance for Managers, Communication for managers, Quality Management Systems etc.

M.B. A Project Mgmt, Marketing Mgmt. (LJMU, UK) 2011

M.A. Population Studies (TU, Nepal) 2003

B.A. Population Studies and Sociology (TU, Nepal) 2000

I.A. Population Studies and English (TU, Nepal) 1996

S.L.C. Science and Math (S.L.C. Board, Nepal) 1992

Work Experience

**Principal, National Institute of Sciences (Patan NIST)**

(August 2019- Update)

* Accomplished educationist and strategic leader with experience of managing and leading colleges
* Well versed with standard operating procedures, admissions, teaching, administrative processes
* Flair knowledge about designing and developing curriculum to meet the needs of the school program
* Impart vision to each of the school heads, teachers and administrators and ensure that the organizational policies are implemented and executed
* Grow Student admissions, Growth of the school, operations and administration, infrastructure, HR, training and development.
* Education policy formulation and change management.

Senior Lecturer, Balmaki Lincoln College, Birtamode, Jhapa

(Nov. 2018- July 2019)

* Preparing and delivering regular lectures for students
* Conducting tutorial sessions and seminars (where relevant)
* Guide students to develop research plans and instruct them to analyse data and writing reports
* Guiding class discussions and presentations
* Preparing and marking student assignments, essays, exams and providing one-on-one feedback on academic performance
* Supervising the work of Postgraduate students, as well as tutorial staff
* Attending departmental and faculty meetings with other staff members

Chief Executive Officer, Little Flowers’ English School, Birtamode, Jhapa

*(April 2019- July 2019)*

* Lead and administer the organisation.
* Provide relevant and crucial input to the board for drafting policies.
* Introduce new changes in the system, infrastructure development and so on.
* Be the representative of the school in the community.
* Allow for distributive Leadership pattern- that clearly delineates responsibilities and authority.
* Oversee the performance of staff whose jobs will be to support the operations and academic performance.
* Oversee school operation, human resources, contract management, compliance, etc.
* Inform the board and trustees about major laws and regulations/changes in laws and regulations.

Managing Director, The Women’s Foundation, Kathmandu, Nepal

(Dec.2012- December 2014)

* Coordination and management of the overall projects run by TWF.
* Follow up of the WFN activities with coordination of project team leaders.
* Writing concepts notes, proposals, MOU papers, progress reports etc.
* Report presentations, networking, fund raising, arranging meetings etc.
* Hiring staffs according to the needs of the organization.
* Project monitoring and evaluation.
* Prepare and update job description of staff.
* Plan, update, promote and systematize the accountancy of organization.
* Budget planning of overall activities of the organization.
* Manage national and international volunteers.

Lecturer (Population), Tri-Chandra Multiple Campus, Kathmandu, Nepal

(Dec.2004 to July 2007)

* Teach students using a methodical plan of lectures, demonstrations, group discussions, case studies and field assignments.
* Develop curriculum and prepare teaching materials.
* Prepare, administer and mark tests and papers to evaluate students; progress.
* Advise students on program curricula and career decisions.

Research Officer and Data Analyst, Kathmandu School of Law, Bhaktapur, Nepal

(1st January 2005 to July 2007)

* Develop social programs, social legislation, or proposals based on demographic, social and economic analysis and the evaluation of projects.
* Analysis economic, demographic and social data and report on their implications to the concerning authorities.
* Plan, organize and administer development policies and programs.
* Conduct qualitative and quantitative research, develop questionnaires, co-ordinate and conduct surveys, analyse data, and compile and interpret statistics on social issues and policy areas.

Ethnicity Expert, Center for Legal Research and Resource Development (CeLRRd)

(1st January- 31st Dec. 2005)

* Identification of ethnic and cultural issues, and causes of conflict in Nepal
* Identify the demography of disenfranchised groups reviewing census data consulting with demographers, geographers, anthropologists and statisticians
* Analysis economic, demographic and social data and report on their implications to the concerning authorities
* Explore general standards of living of groups including education, economic condition, employment and participation in public affairs
* Develop comprehensive situation report and monograph of such communities for providing a background to legislative and constitutional proposals

**Field Coordinator, Child Protection Center - Nepal (CPC-Nepal)**

(March 2000-Dec. 2003)

* Provide counselling to the individual child and families, or in groups, to assess their situation and problems and determine the types of assistance required
* Plan programs of assistance for children including referral to agencies that provide financial assistance, legal aid, medical treatment and other services
* Investigate cases of child abuse or neglect and take authorized protective action when necessary
* Develop or advise on social policy legislation, conduct social research and assist in community development
* Provide mediation services and psychosocial assessments
* Evaluate the effectiveness of counselling and social programs

Articles and Research Papers

* Article “Back to Misrule” Published in “Republica” February 19, 2019 available at <https://myrepublica.nagariknetwork.com/news/back-to-misrule/>
* Article “Combating Trafficking” Published in “Republica” December 19, 2018 available at <https://myrepublica.nagariknetwork.com/news/author/3159>
* Article “Accountability Check” Published in “Republica” October 7, 2018 available at <https://myrepublica.nagariknetwork.com/news/accountability-check/>
* Article “Costs of Remittance” Published in “Republica” September 19, 2018 available at <https://myrepublica.nagariknetwork.com/news/author/3159>.
* Article "Conflict-Induced Displacement in Nepal" Published in "The Telegraph" Vol 22/No: 18 July 6, 2005.
* Article "Dalits in Laws and Practices: An overview" (Nepali) presented to Kathmandu School of Law Bhaktapur, July 10, 2005.
* Article "Present armed conflict and its remedial tactics" (Nepali) published in “Nigarani” Bhadra-Ashwin, 2062 (2005).
* Article "Ethnic and Dalit Issues and Conflict Transformation" published in "A Compilation of Discourse Material for Conflict Transformation and Peace Building" by Center for Legal Research and Resource Development (CeLRRd) 2005.
* Research article "Constituent Assembly and functioning of Electoral System" (Nepali) available at: <http://www.ksl.edu.np/cpanel/pics/electoral_system_nilam.pdf>
* Socio-Economic and Demographic structure of Karnali zone, a research report prepared for Karnali Integrated Rural Development and Research Center (KIRDARC), August 10, 2005.
* Maoist movement and its effect on Nepalese economic: A brief report for Annutarit…? (Unanswered…?), which was scheduled to broadcast on every Tuesday 8.00 p.m. on Kantipur Television in 2006.
* Achievements of Fifteen Years Democracy in Nepal for Annutarit…? (Unanswered…?), which was Scheduled to broadcast on every Tuesday 8.00 p.m. on Kantipur Television in 2006.
* Inclusion in Democracy, a research reports for Annutarit…?

Seminar

* Resource person. Outcome Monitoring of United State Department of Agriculture (USDA) McGovern Dole (MGD) Food for Education and Child Nutrition Program in Nepal, 2019. 11-13th August 2019, conducted by Scott Wilson Nepal (SW Nepal).

Thesis

Thesis Title (MBA): A Study on the Effectiveness of Distribution Channel of Himalayan Snax and Noodles Pvt. Ltd. Nepal under the supervision of James Fraser.

Thesis Title (M.A.): Violence against Women (A Glimpse of the Trafficking in Women and Children in Nepal) under the supervision of Professor Dr. Ramsharan Pathak.

Hobbies & Interests

I am a very active and fun-loving person. I like to swim and play football in my leisure time. I also love to listen to music and surfing Internet. I have a keen interest to be a part of social organisations.

Reference

Mr Ramesh Mainali Dr Laxman Singh Kunwar

Area Manager Assistant Campur Chief

Nadeep Laghubitta Bittiya Sanstha Patan Multiple Campus

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