

## CURRICULUM VITAE

Name: **Jacqueline Theresa Purification**  
PostalAddress: Stockwerk-06, Zimmer Nr-75,  
Heinigstr 15, 67059 Ludwigshafen  
E-mail Address: [jackpr77@gmail.com](mailto:jackpr77@gmail.com)  
Mobile number: +49(0)15758481323



### Education:

|                 |   |  |
|-----------------|---|--|
| 2019 - till now | <b>Web Development Course</b>             | Career Foundry, Berlin, Germany                    |
| 2012 - 2017     | <b>M.A. in American Studies</b>           | Ruprecht-Karls-Universität Heidelberg, HD, Germany |
| 2003 - 2005     | <b>Bachelor of Education (B.Ed.)</b>      | National University, Dhaka, Bangladesh             |
| 2000 - 2002     | <b>M.Sc. in Geography and Environment</b> | Dhaka University, Dhaka, Bangladesh                |
| 1996 - 1999     | <b>B.Sc. in Geography and Environment</b> | Dhaka University, Dhaka, Bangladesh                |

### Professional Experiences:

**July 2007 – Sep 2012 (Full time)**  
**Sept 2005- June 2007 (Probation)**

**In Charge and Lecturer**  
Geography Department  
Notre Dame College, Dhaka, Bangladesh

- Spearheaded the planning and execution of all department activities and special events – including academic training, orientation, and quarterly convocations.
- Improved the quality of education and ensured the smooth flow of department operation through optimal utilization of all the available resources.
- Delivered lectures to groups of students and using advanced teaching techniques to inspire and motivate them for higher level qualifications and then employment.
- Developed students' skills in communication across ethnic, cultural, ideological, and national boundaries through active participation in students' activities.

**May 2005 -August 2005**

**Training Co-ordinator**

FSVGD Project, Rajshahi  
Village Education Resource Center (VERC), Savar, Dhaka, BD

- Prepared training plan and budget, monthly and quarterly reports.
- Monitored and evaluated the group workers' & trainers' activities, interviewed and recruited staff for the project and organized staff development training.
- Developed module, schedule, group meeting & training materials.
- Built up a good relationship with the DWA (Department of Women Affairs), UNO (United Nations Organizations) & UP (Upazila Parishad) Chairmen and participated in the FSVGD Coordination meetings, Govt.- NGO, Upazila & Union VGD Committee meetings, Upazila Coordination meetings & others.

**June 2003 -April 2005**

**Upazila Manager**

FSVGD Project, Rajshahi  
Village Education Resource Center (VERC), Savar, Dhaka, BD

- Besides the Office management prepared the work and training plan for the staff and monthly & quarterly reports.

- Monitored and evaluated the group workers' & trainers' activities and monthly VGD wheat distribution, interviewed & recruited staff for the project and organized weekly staff meetings for their development.
- Checked collection sheets, lasers, movement and attendance books, maintain daily cash savings from VGD women (collected by the group workers from the field) and deposited into the Bank.
- Helped to develop materials for the group meeting & training, designed and published the case studies.
- Built up a good relationship with the DWA (Department of Women Affairs), UNO (United Nations Organizations) & UP (Upazila Parishad) Chairmen and participated in the FSVGD Coordination meetings, Govt.- NGO, Upazila & Union VGD Committee meetings, Upazila Coordination meetings & others.

### **Additional Experiences:**

**Club Moderator** (2008-2012), Notre Dame Environmental Promotion Club, Notre Dame College, Dhaka, Bangladesh

**Sponsorship Coordinator** (2002), Talitha Kumi Trust, Sort of Mission (Evangelic) Dhaka, Bangladesh.

**Assistant School Coordinator** (2001 - 2002), Talitha Kumi Trust, Sort of Mission (Evangelic) Dhaka, Bangladesh.

**Receptionist and Telephone Operator** (2001), Talitha Kumi Trust, Sort of Mission (Evangelic) Dhaka, Bangladesh.

### **Work experiences as a student to finance my study in Germany:**

**Rathause and kindergarten Caretaker** (2019), Bammental, Richard Wirth e.k. Gebäudereinigung, HD, Germany

**Amazon FC Associate** (Oct 2018 – Dec 2018), Amazon Logistic Frankenthal GmbH, Frankenthal, Germany

**Office and Lab Caretaker** (Nov 2014 – Oct 2018), DKFZ, Götz-Gebäudemanagement GmbH, Heidelberg, Germany

**Student Employee** (July 2013 - Sep 2018), Hochschul-Service-GmbH, Studierendenwerk Heidelberg, HD, Germany

**Laundry** (2015), Laundry Department, Klinik Service Gesellschaft am Universitätsklinikum Heidelberg GmbH, HD, Germany.

**Office and Lab Cleaner** (2014), German Cancer Research Institute, Richard Wirth e.k. Gebäudereinigung, HD, Germany.

**Kitchen Helper** (2014), Zum Weissen Schwanen, Hauptstraße 143, Altstadt, Heidelberg, Germany.

**Room Attendance** (2014), Gaestehaus Zum Loewen, Wilhelmsfelderstrasse 72, Heidelberg, Germany

**Shelf stocker** (2013), Penny Supermarket Heidelberg, Besara Dienstleistungen, Freiberg, Germany

**Room Attendance** (2013), Housekeeping department, Leonardo Hotel, BREER Gebäudedienste, Heidelberg, Germany

### **Language skills:**

| Languages | CEF description                                | Level         |
|-----------|--|---------------|
| Bangle    | Native speaker                                 | C2            |
| English   | Near native / fluent                           | C1            |
| German    | Basic communication skills / working knowledge | A2 ( Ongoing) |
| Hindi     | Basic communication skills / working knowledge | A2            |

### **IT Skills:**

Proficient in Microsoft Word, Excel and PowerPoint, advance knowledge in data base and necessary browsing skills.

### **Professional Training from NGO (VERC):**

|  |   |
|--|---|
| 2 <sup>nd</sup> , July – 4 <sup>th</sup> , July, 2003  | Training of Trainer (TOT): Definition of training and trainer, duties of trainer, rules and regulation of trainings, training materials.                        |
| 30 <sup>th</sup> , July – 1 <sup>st</sup> August, 2003 | Communication, Motivation, and Facilitation techniques for office and field level management in NGOs  |
| 30 <sup>th</sup> .June – 3 <sup>th</sup> , July, 2004  | Business calculation & IGA selection: Basic business skills for VGD (Vulnerable Group Development) women and exploration of Income Generating Activities (IGA). |

|  |  |
|--|--|
| 4 <sup>th</sup> , Dec – 8 <sup>th</sup> December, 2003 | Basic Training on PRA: Rules, techniques and applying criteria of Participatory Rural Approach in field level.   |
| 3 <sup>rd</sup> , Feb – 5 <sup>th</sup> February, 2005 | Gender and Development: Definition and development about Gender issues in rural area of Bangladesh.  |
| 29 <sup>th</sup> .June – 1 <sup>th</sup> , July, 2005  | Basic TOT on IGA selection & Marketing: Definition of training and trainers, duties of trainer, rules and regulation of trainings, training materials and selection criteria of Income generating activities for VGD and business calculation of their interest. |
| 5 <sup>th</sup> , July – 15 <sup>th</sup> July, 2005   | Refreshers Training on Poultry, Goat, Cow Rearing, Cow fattening, Vegetable cultivation & Nursery: To train up the VGD women about those fields and monitoring trainer's training skill.   |

### **Extracurricular Activities:**

- August 2001 teamwork on a survey about the Infrastructural development and socio-economic conditions in the Panchagar town, Panchagor, Bangladesh.
- June 2000 part of a team surveying the potential of tourism development in Kuakata sea beach.
- August 1999 joined internship course on the Seasonal Migration of labor in the Dry Fish Factories in Cox's Bazar, Chittagong, Bangladesh.
- July 1985 – June 1988 Completed Diploma courses on Children Art and Painting from YWCA, Dhaka.

### **References:**

**Dr. Fabian Kliesch,**  
Pastor of Bonhoeffer community,  
[Hegenichstr. 22, 69124 Heidelberg-Kirchheim,](#)  
Phone (office): 06221-712248,  
Mail: Fabian [dot] Kliesch [at] kbz [dot] ekiba [dot] de  
(<http://bonhoeffer.ekihd.de>)

**Arne-Florian Bachmann**  
Study Director of the Ecumenical Residence  
Heidelberg  
[Plankengasse 1](#)  
69117 Heidelberg  
Mobile: 01525/4245760

**Ludwigshafen, 03.09.19**

**Jacqueline Theresa Purification**