

# CURRICULUM VITAE

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## ALEXANDER OWUSU

ST. LOUIS COLLEGE OF EDUCATION, P. O. BOX 3041, KUMASI, GHANA

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### **PERSONAL DETAIL**

Date of Birth: 19<sup>th</sup> January 1973  
Nationality: Ghanaian  
Language: English and Twi  
Marital Status: Married  
Number of children: Four  
Religion/Denomination: Christian/Methodist

### **JOB OBJECTIVE**

A hard working, self-motivated self-confidence and self-determined personality with excellent communication skills, aiming at affecting my generation with a sense of honesty, dignity, and corporate advancement to meet the growing national and international demands.

### **KEY SKILL AND COMPETENCE**

- Special experience in teaching and learning of Mathematics
- Extensive knowledge and skills in organizing and conducting examinations.
- Extensive computer knowledge in specialized packages like Power Point, Excel, QM for windows and Word.
- A team player with strong communication and inter-personal skills. (oral, writing, and dealing with people)
- A goal oriented who enjoys meeting challenges and seeing them achieved while remaining confident, devoted, motivated whilst under pressure.
- Enthusiastic about individual and group creativity as well as embracing error to enhance improvement and quality assurance of services.
- Analytical mind (thinker and observant), problem identifier and solver with the ability to work efficiently at speed and under considerable pressure demonstrated in my working to achieve target and deadlines.
- Able to combine different task through planning at the same time

## **EDUCATIONAL BACKGROUND**

<b>MONTH/YEAR</b>	<b>TYPE OF DEGREE/ CERTIFICATE AWARDED</b>	<b>COURSE/PROGRAMME, INSTITUTION, PLACE</b>
June, 2010	Masters Degree	Msc. Industrial Mathematics, KNUST, Kumasi
July, 2003	First Degree	B.ED Mathematics, UEW, Wenniba
July 1997	Teachers Certificate' A'	Offinso Training College, Offinso.
June 1994	G.C.E. 'O' Level	Nsutaman Catholic Sec. Sch. Nsuta Ashanti
June 1989	M.L.S.C.E.	Beposo LA No 2 Middle Sch., Beposo Ashanti.

## **SOME RELEVANT COURSES STUDIED AT THE UNIVERSITY**

Computer Solutions, Optimization Techniques , Statistic, Educational Curriculum, Psychology of Learning Mathematic ,Measurement and Evaluation, Guidance and Counseling , Research Methods and Communication Skill.

## **RESEARCH WORK- THESES – MASTER OF SCIENCE**

**ALLOCATION OF CLASSROOM SPACE BY LINER PROGRAMMING,  
(A CASE STUDY; PREMIER NURSES TRAINING COLLEGE, KUMASI)**

## **WORK EXPERIENCE**

**-September, 2003 to date -Tutor {Mathematic- (St Louis College of Education, Kumasi)}**

Duties:

- ❖ Preparing Course handout/ lecture notes for student
- ❖ Assess students through examination
- ❖ Preparing examination questions for moderation
- ❖ Marking students' examination scripts and submitting results on time
- ❖ Supervision of students project work
- ❖ Supervision of students practice teaching

January 2014 to date

**-January 2014 to Date: Centre supervisor {Jackson College of Education - (St Louis Centre I & II, Kumasi)}**

- ❖ Ensure that there is discipline at the centre
- ❖ Ensure proper distribution of modules to students
- ❖ Ensure that students pay approved fees at the right time
- ❖ Ensure that tutors mark and submit assignments at stipulated time
- ❖ Safeguarded the property of the institution
- ❖ Forward written monthly reports and tutors' attendance registers to the office

**2012 and 2013 Moderator for matured entrance examination- Christian Service University College-Kumasi)**

Duties:

- ❖ Moderation of the examination questions for the matured applicants entrance examinations - quantitative techniques.
- ❖ Offer suggestions that enhance quality of the said examination questions.

**September 2003 to Date: Part Time Tutor- Premier Nurses Training College-Kumasi)**

Duties:

- ❖ Preparing Course handout/ lecture notes for student.
- ❖ Assess students through examinations.
- ❖ Preparing examination questions for moderation.
- ❖ Marking students' examination scripts and submitting results on time.
- ❖ Supervision of students project work.

**January 2011 to date: Part Time Tutor-Jackson Educational Complex-**

Duties:

- ❖ Preparing Course handout/ lecture notes for student.
- ❖ Assess students through examinations.
- ❖ Preparing examination questions for moderation.
- ❖ Marking students' examination scripts and submitting results on time.
- ❖ Supervision of students project work.
- ❖ Supervision of student's practice teaching.

**January 2011 to date: (Internship) Tutor-St Louis College of Education Kumasi-**

Duties:

- ❖ Assess students through examination.
- ❖ Preparing examination questions for moderation.
- ❖ Marking students' examination scripts and submitting results on time.

**September 1998-1999: Teaching of Mathematics and Science-Tetrem L/A JSS-Tetrem-Afigya Ashanti-**

Duties:

- ❖ Assess students through examination.
- ❖ Preparing examination questions for moderation.
- ❖ Marking students' examination scripts and submitting results on time.
- ❖ Maintaining discipline among pupils.
- ❖ Organization of sporting activities in the school.

**September 1998-1999: Class Teacher Banko L/A Primary School-Banko-Afigya Ashanti-**

Duties:

- ❖ Assess students through examination.
- ❖ Preparing examination questions for moderation.
- ❖ Marking students' examination scripts and submitting results on time.
- ❖ Maintaining discipline among pupils.
- ❖ Organization of sporting activities in the school.

**COMMITTEES SERVED AND POSITIONS HELD**

<b>MONTH/ YEAR</b>	<b>INSTITUTION</b>	<b>COMMITTEE</b>	<b>POSITION HELD</b>
January 2016 to date	St. Louis College of Education	T-Tel Challenge fund Committee	Member
September 2011, to date	St. Louis College of Education	Assessment and Examinations Committee	Assessment and Examinations coordinator
September 2011, to date	St. Louis College of Education	Academic Board	Member
September 2008, to 2015	St. Louis College of Education	Sports Committee	Member
September, 2011, to date	St. Louis College of Education	Guidance and Counseling Committee	Member
September 2008 to Date	St. Louis College of Education	Ghana Methodist Student's union (GHAMSU – St. Louis Local)	Patron
September, 2003 to date 2015	Premier Nurses Training College	Chaplaincy Board	Patron
September, 2005, to 2011	St. Louis College of Education	Assessment and Examinations Committee	Assistant coordinator

## **HOBBIES**

Watching movies

## **REFEREES**

1. Dame Mrs. Comfort Boakye Mensah  
(The Principal)

St Louis College of Education  
P.O 3041 Kumasi  
Tel: 0243209746

2. Rev. Joseph Odei Afrifa

The Methodist Church Ghana  
Tel; 0244177422