**CURRICULUM VITAE**

**PERSONAL DETAILS**

**NAME:** FRANK LORD BAIDOO

**ADDRESS:** ICGC, P.O.BOX 550, SEKONDI

WESTERN REGION

GHANA

**DATE OF BIRTH:** 14TH SEPTEMBER, 1977

**MOBILE:** 0201579800 / 0244845552

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**PROFESSIONAL PROFILE**

* Work with passion, result-oriented and time conscious mindset with an instinct that thrives in a challenging working environment.
* Possess an excellent interpersonal, communication and presentation skills at all level of task execution
* Quick to assimilate new ideas, concepts and cutting edge technologies with a high sense of logical and analytical approach to solving complex problems.
* Equipped with leadership, supervisory and motivational skills to ensure the attainment of standards and best practices.
* Computer literate (MS Word, Internet, Computer Fundamentals etc.)

**EDUCATION**

AUG. 2015 – May 2017: University of Education, Winneba

* M. Phil. (Social Studies)

AUG. 2005 - MAY, 2009: University of Cape Coast

* Bachelor of Education (Social Studies)

Major: Social Studies

Minors: Geography

OCT. 1997- JUNE, 2000: Enchi Training College, Enchi.

* Teachers Certificate ‘A’ (Three Year Post Secondary)

FEB. 1992 - JULY, 1995: Sekondi College

* Senior Secondary School Certificate Examination (SSSCE)

-General Arts (Geography, Economics, History)

**RESEARCH/ THESIS FOCUSES**

UNIVERSITY OF EDUCATION, WINNEBA

* Voters’ response to Vote Buying: A case study of the Shama District. (2017)

UNIVERSITY OF CAPE COAST

* Developing Civic Competence in students: The views of SHS Social Studies teachers in the Cape Coast Metropolis. (2009)

**PUBLICATION**

**Baidoo, F. L**., Dankwa, S. & Eshun, I. (2018): Culture of Vote Buying and its implications in European-American journal. Vol. 6(2) 2055-608X

**WORKSHOPS / CONFERENCES / SEMINARS**

31ST DEC. 2020: Workshop – National Council for Curriculum and Assessment (NaCCA)

Common Core Programme Master Facilitatoor

12TH NOV. 2019: Conference - National Council for Curriculum and Assessment (NaCCA).

* Stakeholders Engagement on National Pre-Tertiary Assessment Framework

AUG. 2019: Workshop – National Council for Curriculum and Assessment (NaCCA).

* Standard based Curriculum for Primary Schools.

3RD MAY, 2019: One-day Workshop Institute of Management and Entrepreneurship.

* Salary Structure for Mechanized payroll validation.

SEPT. 2016 TO JULY 2019 – Workshop - USAID Learning Programme

* Fidelity of Implementation (FOI) Training

26TH APRIL, 2016: Workshop – Transforming Teacher Education and Learning (T-TEL)

- Roles of Circuit Supervisors in the T-TEL Programme

24TH AUG. TO 4TH SEPT. 2015: Workshop – RLG Institute of Technology

- Microsoft Office, Internet and Computer Fundamentals

AUG. 2015: Workshop – Controller and Accountants General Department (CAGD)

- Salary Validation

19TH NOV. 2013: Workshop – Education and Management Training Foundation (EDMAT)

- Leadership Skills Training Programme

SEPT. 2013 TO July 2019: Workshop – Fast Track Teacher Training Transformation Programme (FTTTTP)

- SABRE Education

NOV. 2013: Workshop: Ghana Education Service (GES)

* School Report Card (SRC)

19TH SEPT. 2009: Seminar - L’aine Services Limited

* Customer Care Services

**ACHIEVEMENTS / RESPONSIBILITIES**

SEPT. 2015 TO DATE: Fast Track Teacher Training Transformation Programme (FTTTTP)

* District Education Directorate Coordinator

OCT. 2013 TO DATE: Shama Education Directorate

* Validation of salaries of teachers and staff of the directorate.
* Supervision of schools.
* Provision of professional advice and guidance to both teachers and head teachers.
* Recommending teachers and head teachers for promotion.
* Confirmation of teachers and head teachers.
* Serving as a liaison officer between the schools and the education directorate.
* Promoting healthy school-community relationship.
* Appraising the performance of teachers and head teachers.
* Organizing In-Service Training (INSET) for the professional development of teachers.

APRIL, 2008 - APRIL, 2009: International Central Gospel Church, University of Cape Coast

• President

APRIL, 2007 - APRIL, 2008: International Central Gospel Church, University of Cape Coast

• Vice President

APRIL, 2006-APRIL, 2007: International Central Gospel Church, University of Cape Coast

• Covenant Families Coordinator

SEPT. 2001-AUG, 2005: Golden Star Preparatory School, Bogoso

• Board Member (Teachers’ Representative)

• Welfare Officer for teachers and students

OCT. 1999-JUNE, 2001: Enchi Training College

• Senior House Prefect (House one)

**INTERNSHIP/ WORK EXPERIENCE**

DEC. 2020: Coalition of Domestic Election Observers (CODEO)

* Monitoring of presidential and parliamentary elections (Ghana)

DEC. 2019: Electoral Commission of Ghana, District Assembly and Unit Committee Elections.

* Presiding Officer, Essawa Primary Polling Station

SEPT. 2019 TO DATE: University of Education Distance Learning, Fijai Centre

* Part Time Lecturer

AUG. 2019 TO DATE: Valley View University, Takoradi Centre

* Part Time Lecturer

OCT. 2013-DATE: Ghana Education Service, Shama Directorate

* Circuit Supervisor

7TH DECEMBER, 2016: Electoral Commission of Ghana, Presidential and Parliamentary elections

* Presiding Officer– Nana Nketsiah Primary Polling Station, Essikadu

FEB. 2010 TO OCT. 2013: Assorko-Essaman D/A Junior High School

* Teaching (Social Studies)

2015: Electoral Commission of Ghana, District Assembly and Unit Committee elections.

* Presiding officer, – Catholic Primary Polling Station, Essikado,

7TH DECEMBER, 2012: Electoral Commission of Ghana, Presidential and Parliamentary elections

* Presiding Officer– Anglican JHS Polling Station, Essikado

MARCH-MAY 2012: Electoral Commission of Ghana

* Registration Officer

JUNE, 2008 - JULY, 2008: Sekondi College

* Internship

SEPT. 2001-AUG. 2005: Golden Star Preparatory School, Bogoso

* Teaching

**REFEREES**

1. Mr. Yemoh Tetteh

Head of Supervision Department (DDE)

District Education Directorate

P. O. Box 37

Shama

Mobile: 0244982772

1. Dr. Isaac Eshun

Lecturer

University of Education

Social Studies Department

Winneba

0202516160 / 0241556313

1. Joycelyn Ekuba Amihere

Head of Department (DDE/ HRM)

Western Regional Education Directorate

Sekondi

Mobile: 0244982772