**Curriculum Vitae (CV)** **COLLINS SARPONG**

Tutor, Holy Child College of Education

P. O. Box 245

Takoradi, W/R

Tel: 0243583370/0275322003/0205152083

Email: [sarpcoll@yahoo.com/sarpongkumankomah@gmail.com](mailto:sarpcoll@yahoo.com/sarpongkumankomah@gmail.com)

**OBJECTIVE** To attain a position in an organization that will enable me to impart the knowledge, skills and values acquired in my professional training. I have a career goal of becoming a lecturer and mentor at the Tertiary Institution.

**PROFILE** I am highly dynamic, God fearing, hardworking, and motivated graduate professional teacher with the desire to work in a challenging environment which will provide the avenue for career development

**SKILLS** i. Strong oral, written and communication skills

ii. Transparent, disciplined, punctual and self-reliance

iii. Have the ability to take up new ideas quickly

iv. Excellent supervisory and presentation skills

v. Knowledge in Educational planning and Research Methods

vi. Ability to work effectively on own and with a team

**COMPUTER SKILLS** Computer literate

EDUCATION & August 2017 – July 2019 University of Education, Winneba

QUALIFICATION Master of Philosophy in Ghanaian Language Studies

August 2012 - July 2016 University of Education, Winneba

Bachelor of Arts Fante Education

August 2007 – July 2010 University of Education, Winneba

Diploma in Education

Sept 1999 – Aug 2002 Wiawso Training College – S/ Wiawso Teachers’ Certificate ‘A’ Post-Secondary, Reg No. (7484/2002)

Sept 1993 – 1996 Obrachire Secondary Technical School

Senior Secondary School Certificate Examination (SSSCE)

Sept 1990 – Aug 1993 Bawdie D/C JSS

Basic Education Certificate Examination (BECE)

WORK February 2021 Tutor, Holy Child College of Education, Takoradi

EXPERIENCE Taught Subjects – Fante

September 2016 - Feb 2021 Kwegyir Aggrey SHTS

Taught Subject Fante and English Language

August 2012 - July 2016 University of Education, Winneba

Study Leave with Pay

Sept 2002 - Aug 2012 Bepo / Ehyireso D/A JHS

Subjects Taught Mathematics, Eng. Language & Rel & Moral Education

AWARD October 5, 2018 Best Teacher Award, S.H.S (General)

Mfantseman Municipality – Saltpond

POSITIONS HELD Jan 2019 – Feb 2021 Assistant Dining Hall Master

Sept 2018 – Feb 2021 Assistant Staff Secretary

Sept 2016 – Feb 2021 Form Master (1A3) Kwegyir Aggrey S.H.T.S

Sept 2004 – Sept 2012 Staff Secretary, Bepo/ Ehyireso J.H.S.

Sept 2004 – Sept 2012 SMC/ PTA Secretary, Bepo/Ehyireso J.H.S.

Sept 2004 – Sept 2010 Exams Committee Chairman Bepo/Ehyireso J.H.S

Sept 2002 – Sept 2012 Guidance Coordinator, Bepo/Ehyireso J.H.S.

Sept 2004 – Sept 2006 Assistant headmaster, Bepo/Ehyireso J.H.S.

OTHER Sept 2020 Census Officer, Kwegyir Aggrey SHTS

RESPONSIBILITIES Sept 2018 – Feb 2021 Patron, PENSA Kwegyir Aggrey SHTS

May 2017- Date Fante Translator – The Church of Pentecost, Headquarters Accra

Sept 2016 – Jan 2019 Sports Committee Member, KASHTS

Sept 2016 – Feb 2021 Circuit Rep, Coalition of Concerned Teachers Association (CCT) Anomabo

Sept 2016- Feb 2021 Entertainment Committee Member, KASHTS

Sept 2016 – Feb 2021 Prep Committee Member, KASHTS

RESEARCH WORK 2019 Morphosyntactic Analysis of Canoe Inscriptions: A Case Study at Senya Beraku, Winneba, and Anomabo Communities (MPhil Thesis)

2016 Morphosyntactic Analysis of Some Fante Habitation Names Undergraduate Project Work (Unpublished)

2002 - Helping A Class six student to Overcome Shyness - A Project Work submitted for award of Teacher Cert ‘A’

WORKSHOPS/ Sept 2020 Annual School Census, Saltpond

April 2018 MPhil Seminar, University of Education, Winneba

SEMINARS/ August 2017 University of Education, Winneba IEDE & CETDAR

CONFERENCES Sept 2017 Mentoring Training

ATTENDED Feb 2017 USAID Language Mapping, Windy Lodge, Winneba

Sept 2015 - Window 4-14 Awakening Conference, PCC Gomoa Fetteh

Sept 2010 - Seminar on HIV/AIDS, GES Bogoso

MEMBERSHIP OF The Church of Pentecost, Senya Beraku District (Elder)

ASSOCIATION Coalition of Concerned Teachers Association, GH

NATIONAL June 2020 – Registration Officer, Exhibition Officer, Presiding Officer

ASSIGNMENT September 2019 - Presiding Officer, EC (Special Duty), Awutu Senya

West District

July 2018 - Date Assistant examiner (Fante) BECE

June 2017- Date Assistant examiner (Fante) WASSCE

September, 2010 Enumerator, National Population and Housing

Census, Bogoso

Dec 2004 - Sept 2012 Presiding Officer, EC, Prestea/Huni Valley District, Bogoso

PERSONAL DATA Date of Birth February 6, 1978 Marital Status Married

Home Town Senya Beraku C/R Nationality Ghanaian

Place of Birth Bibiani W/R Religion Christian

Languages spoken Guan (Efutu), Sefwi, Fante, & English Language

Languages Written Fante & English Language

Occupation Professional Graduate Teacher

Valid and clean Driver License

INTEREST & Reading

ACTIVITIES

REFEREES

1. Prof. Emmanuel Nicholas Abakah

University of Education, Winneba

Box 25, Winneba.

Tel: 0244732172

1. Dr. Kwaku Ofori

Faculty of Foreign Languages

University of Education, Winneba

Box 25, Winneba.

Tel: 0244680059

1. Dr. Kwasi Adomako

Vice Dean of Students,

Faculty of Ghanaian Languages

University of Education, Winneba

Box 25, Winneba.

Tel: 0248759728

1. Mr. Stephen Yeboah

Headmaster, Kwegyir Aggrey Senior High Technical School

P. O. Box AN 65 Anomabo.

Tel: 0244764488