**CURRICULUM VITAE**

**ANTHONY WOODE-ESHUN**

**ADDRESS:** P. O. Box 25, Winneba.

**PHONE:** 0548547788

**E-MAIL:** [tonywoode1000@gmail.com](mailto:tonywoode1000@gmail.com)

**NATIONALITY:** Ghanaian

**LANGUAGES SPOKEN**: English, Fantse, Twi,

**SEX:** Male

**PERSONAL PROFILE:** Result oriented, positive attitude to work and a good team player with few years working experience in teaching. My academic, professional and leadership experiences have prepared me to lead and be led in any organisation or institution I find myself in. I am seeking to work with and serve a local or multinational company, institution or organisation with the aim of contributing to its growth.

**CAREER OBJECTIVE:** To join a competitive and result-oriented organization that would provide opportunities to better my skills, competencies, and add on to my experience and academic knowledge.

**COMPETENCES AND SKILLS:**

* In-depth knowledge about child development
* Possess excellent leadership and interpersonal skills for managing work and tasks
* Excellent management, communication, organization and interpersonal skills
* Excellent oral and written expression in English
* Knowledge in computer software, Microsoft suits (word, Excel, PowerPoint) and internet usage.
* Passion to learn new things to improve my knowledge and competences.
* Creative
* Persuasive
* Emotionally intelligent
* Adaptable and collaborative

**QUALIFICATIONS**

Master’s Degree in Early Childhood Education (in progress)

Bachelor’s Degree in Early Childhood Education

West Africa Senior School Certificate (WASSCE)

**EDUCATION**

September 2019 University of Education, Winneba

MPhil Early Childhood Education (till date)

2014-2018 University of Education, Winneba

B.Ed Early Childhood Education

2010- 2013 Nsaba Presby. Senior High School

West Africa Senior School Certificate (WASSCE)

**TRAINING AND CERTIFICATION PROGRAMMES**

* Certificate for participating in a *time management workshop*
* Certificate of participation at a workshop on *leadership for service*
* Certificate of participating in the *Africa’s Young Leaders and Entrepreneurs Summit*
* Certificate for participating in a workshop for *Wealth Maximization Through Effective Financial Management*
* Certificate for participating in the seminar, “The Arts and Skills of Public Speaking and Presentation.

**WORK EXPERIENCES:**

**Organization**: Jackson College of Education

**Duration**: September 2020 till date

**Designation**: Tutor

**Duties: -** Teaching Early Childhood students

* Supervising examinations and assignments
* Marking and recording assignments
* Rendering supportive services to the centre supervisor

**Organization**: Jackson College of Education

**Duration**: September 2020 till date

**Designation**: Assistant Examinations Officer

**Duties: -** Marking examination scripts

* Recording examination results
* Rendering supportive services to the team leaders and exam officers.

**Organization**: University of Education, Winneba, Department of Early Childhood Education

**Duration**: September 2018 – July 2019

**Designation**: Teaching Assistant

**Duties**: -Supporting Instructor with text administration and assigning grading

-Invigilating during examination periods for both regular and sandwich students

- Acted as an assistant to the exams officer

- Rendering supportive services at the Early Childhood Education secretariat

**Organization**: Commission on Human Rights and Administrative Justice (CHRAG)

**Duration**: June 2018- August 2018

**Designation**: Case Worker (Intern)

**Duties**: - Writing reported speeches from complaints and respondents during case hearing

-Typing, presenting and filing cases

**Organization**: Department of Social Welfare, Agona Swedru

**Duration**: June 2017- August 2017

**Designation:** Case Worker (Intern)

**Duties**: - Writing reported speeches from complaints and respondents during case hearing

-Typing, presenting and filing cases

**Organization**: Calvary Christian Academy, Agona Swedru

**Duration**: June 2016- August 2016

**Designation**: Class Teacher (Intern)

**Duties**: - Teaching at the lower primary

- Preparing lesson notes

- Setting questions for exams, class exercise and grading

-Organizing assemblies and other school events

**Organization**: Omega Schools, Agona Swedru

**Duration**: December 2013- August 2014

**Designation**: Class Teacher

**Duties**: - Teaching at the lower primary

- Preparing lesson notes

- Setting questions for exams, class exercise and grading

- Organizing assemblies and other school events

**LEADERSHIP EXPERIENCES:**

Institution: Graduate Students Association of Ghana (GRASAG) - University of Education, Winneba­ Chapter.

Duration: February 2021 – till date

Designation: Public Relations Officer.

Institution: University of Education, Winneba­ - Childhood Care and Education Students Association (CCESAG)

Duration: 2016/2017 academic year

Designation: General Secretary

Institution: University of Education, Winneba – International Movement of Catholic Students’ Pax Romana Vessels of Worship*.*

Duration: 2016/2017 academic year

Designation: President

Institution: University of Education, Winneba – International Movement of Catholic Students’ - Pax Romana*.*

Duration: 2015-2016 academic years

Designation: Departmental Coordinator

**HOBBIES**

Learning new things, volunteering and exploring other cultures

**REFEREES**

Dr. Yayra Dzakadzie

Head of Department, Department of Early Childhood Education

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Mrs. Justina Adu

Senior Lecturer, Department of Early Childhood Education

Graduate Coordinator

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