

## **CURRICULUM VITAE**

### **PERSONAL DETAILS**

SURNAME : NASAZA  
OTHER NAME : JALIA  
GENDER : FEMALE  
DATE OF BIRTH : 28/08/1974  
NATIONALITY : UGANDAN  
MARITAL STATUS : MARRIED  
PERSONAL CONTACT : +256 752 622 112  
EMAIL : jaliens44@gmail.com

### **PERSONAL STRENGTH**

- ❖ Am a good communicator by way of listening, presentation and expression during teaching and learning process in and out of classroom.
- ❖ Am self-driven able to work individually and as a team for specific duty assigned to meet deadlines.
- ❖ Am hard working and creative able to work under any prevailing situation.
- ❖ During my training as a teacher I have acquired new teaching methodologies and techniques which am very eagerly waiting to implement when given the opportunity.
- ❖ I have the ability to analyse issues in my field and make informed decisions.
- ❖ My motivation to work is quality of the results I accomplish in every task that am assigned to do.

## EDUCATION BACKGROUND

PERIOD	INSTITUTE	AWARD
2015- 2016	OSLO AND AKERSHUS UNIVERSITY COLLEGE OF APPLIED SCIENCE	MASTERS IN VOCATIONAL PEDAGOGY
2005 -2009	KYAMBOGO UNIVERSITY	BACHELORS OF VOCATIONAL STUDIES IN TECHNOLOGICAL STUDIES IN WITH EDUCATION
2003 -2004	KALLIOTTE	CERTIFICATE IN TECHNICAL TEACHER EDUCATION
1995 -1999	BUSITEMA NATIONAL COLLGE OF AGRICULTURAL MECHANIZATION	DIPLOMA IN AGRCULTURAL MECHANICS
1991 -1993	JINJA SENIOR SECONDARY SCHOOL	UGANDA ADVANCED CERTIFICATE OF EDUCATION
1987 - 1990	TORORO GIRLS SCHOOL	UGANDA CERTIFICATE OF EDUCATION
1980 - 1986	SPIRE ROAD SCHOOL	PRIMARY LEAVING EDUCATION

## WORK EXPERIENCE

2001 – 2002

### **MECHANIC At STRA- BAG INTERNATIONAL**

- Receiving job orders and interpreting their specifications and work process.
- Setting targets for completion tasks and ensuring time management as required.
- Classifying tasks and challenging them to the appropriate stages in the process.
- Carrying out systematic repair and maintenance

2002 -2003

### **TEACHER AT RELIANCE HIGH SCHOOL**

- Developing teaching materials such as schemes of work, lesson plans and notes.
- Guiding and counselling learners
- Working with people with different personalities.

- Organizing school events like sports days, visitation days, open days and debates.
- Class management of big numbers of students

**2004 – 2006**

**INSTRUCTOR AT NAKAWA VTI**

- Preparing training in puts using computer
- Setting, moderation, administering and marking internal and national examinations
- Developing and keeping students records.
- Implementing both theory and practical training.

**2006 – 2008**

**TRAINING COORDINATOR AT NAKAWA VTI**

- Monitoring training activities like training implementation, examinations and trainees performance.
- Presenting instructors and trainees issues to management
- Registering of trainees for external examinations.
- Organising and supervising trainees admission in the institute

**2008 – 2014**

**PUBLIC RELATIONS OFFICER AT NAKAWA VTI**

- Conducting career guidance to students in secondary schools
- Linking the institute to the world of work
- Soliciting for placement of trainees for industrial training
- Write reports for improvement of training according to concerns of the world of work.

**2012 – TO 2014 SENIOR INSTRUCTOR NAKAWA VTI**

- Training instructor in pedagogy
- Preparing student teachers for school practice through micro teaching
- Developing schedule for training school practice
- Supervising students during school practice.
- Developing data base for instructors students

**2014 -2017**

**PRINCIPAL INSTRUCTOR NAKAWA VTI**

- Supervise senior and instructors in the Instructor training department
- Develop work plan and monitor its implementation

- Supervise the enrolment process of the new students on the programme
- Prepare student instructors for school practice
- Represent the department at management level
- Prepare instructional materials
- Implement training
- Assess students performance

**2018 TO DATE      MANAGER VOCATIONAL EDUCATION UGANDA BUSINESS AND TECHNICAL EXAMINATIONS BOARD**

- Coordinate examination processes in the vocational fields
- Develop and monitor the implementation of the departmental work plans
- Supervise activities of the department
- Represent the department on the management committee
- Prepare and submit department reports to top management
- Ensure realignment of assessment to TVET reforms

**CONSULTANCY SERVICES OFFERED**

- Industrial safety analyst by Movit Products Company
- Pedagogy specialist by Enabel

**REFRESER COURSES ATTENDED**

1. Enhancement in vocational training and management in Japan
2. TIG welding
3. 5S implementation and management
4. First aid

**Hobbies**

- ❖ Making new friends
- ❖ Reading books
- ❖ Adventuring

## Languages

Language	written	spoken
English	Very Good	Very Good
Luganda	Good	Very Good
Lusoga	Good	Good

## LIST OF REFEREES

**1. MR. OYESIGYE ONESMUS**

THE EXECUTIVE SECRETARY

UGANDA BUSINESS AND TECHNICAL EXAMINATIONS BOARD

+256701382328

**2. MR. MUWANGA FRED**

PRINCIPAL

NAKAWA VTI

+256 772 668181

**3. MR. KYAKULUMBYE ALI**

LECTURER

KYAMBOGO UNIVERSITY-

+256 772 617576