

Daniel Tinyogtaa Adama

P.O. Box 40, Odumase-Sunyani, Ghana
+233 24 662 0870, +233 20 843 2867
danieltadama@gmail.com

CV PROFILE STATEMENT

I am a hard-working, motivated and ambitious teacher with a proven track-record in education and managing educational projects. I always strive to achieve the highest standard at any given task. With over ten (10) years' experience working within the educational sector in different roles, I am excellent in working with others to achieve set objectives in a timely manner. I have genuine interest in leadership education and I am committed to learning to improve the quality of leaders in Ghana and across the world.

PERSONAL DETAILS

Name: Daniel Tinyogtaa Adama
Date of Birth: November 1, 1989
Nationality: Ghanaian
Marital Status: Married
Religion: Christianity
Languages Spoken: English, Twi, Gonja, Dabgani, Dagaare. Waale.

EDUCATION & QUALIFICATIONS

Catholic University College of Ghana **July 2022**
Master of Philosophy: Curriculum Studies
Sunyani, Ghana

Institute of Project Management Professionals **April 2021**
Professional Post-Graduate Diploma: Project Management Consulting
Accra, Ghana

Catholic University College of Ghana **July 2020**
Bachelor of Education: English
Sunyani, Ghana

WORK HISTORY

Rural Education Support Trust **September 2017 to Current**
Executive Director
Sunyani, Ghana

- Leading stakeholder engagements with rural communities to develop local schools.
- Lead-advocate for equal access to education for rural children in Bono Region
- Scheduling all staff and volunteers for outreach programs
- Creating budgets based on project's financial need
- Media engagements
- Supervising programs and activities.

Sunyani Senior High School

September 2021 to Current

English Teacher

Sunyani, Ghana

- Plan lessons according to Ghana Education Service requirements
- Teach Grammar and comprehension for Visual Arts and Agric classes.
- Focal person for Debating Club of the school
- Assessing students' progress by administering tests and evaluating results.

Sunyani Senior High School

September 2020 to August 2021

English Teacher (Mandatory National Service)

Sunyani, Ghana

- Teaching of literature in year one General Arts classes.
- Assessed students progress by administering tests and evaluating results
- Performing any other duties assigned to by the Assistant Head teacher of Academics

Don Bosco Technical Institute

May 2019 to August 2019

English Teacher (Internship)

Odumase, Ghana

- Teaching reading comprehension in electrical and carpentry classes.
- Assessed students' progress by administering tests and evaluating results
- Coaching the basketball team

St. Dominic Savio Junior High School

January 2017 to April 2019

English & Moral Education Teacher

Tainso-Odumase, Ghana

- Developed positive relationship with parents to involve them in educational process.
- Taught English Language at year two classes and Moral Education at year three classes.
- Assessed students' progress by administering tests and evaluating results.

Amici Dell'Oasis J.B. (Don Musso Educational Village)

October 2010 to December 2016

Project Coordinator

Tainso-Odumase, Ghana

- Management of Student Scholarship Project
- Prepared financial reports to donor agencies that support various projects of the organization.
- Keep track of finances of the organization.
- Supervise the construction of buildings and other infrastructure
- Supervision of Staff

- Monitoring and Evaluation of Projects
- Represent the organization at functions and events
- Management of Teachers' bungalow
- Organizing training programmes for staff
- Submission of monthly reports to Board
- Management of distant adoption project

PROFESSIONAL TRAININGS & CERTIFICATION

- **Mandela Washington Fellowship, Indiana University Bloomington, USA June-July 2022**
(Leadership in Civic Engagement)
- **Institute of Project Management Professionals, Ghana** **May 2021**
(Certified Project Management Professional)
- **National Teaching Council, Ghana** **July 2021**
(Professional Teaching License)
- **Metropolitan School of Business and Management, UK** **June 2020**
(Professional Certificate in Project Management Skills)
- **Marian Centre for Conflict Resolution, CUCG, Sunyani** **August 2017**
(Alternative Dispute Resolution Certification)
- **Salesian Youth Movement, Poland & Czech Republic** **June-July 2017**
(Youth Coaching and Mentoring)

AWARDS & HONOURS

- **Mandela Washington Fellowship**
US Department of State (YALI)
- **Young Project Manager of the Year 2021**
Institute of Project Management Professionals Ghana
- **Best Male Graduating Student 2020**
Catholic University of Ghana (Department of English)

HOBBIES

- Photography
- Playing basketball
- Listening to music
- Reading history

REFERENCES

1. Professor Msgr. Stephen Ntim, (PhD)
Dean of Office of international Programmes and Institutional Advancement
Catholic University of Ghana
P.O. Box 363
Sunyani, Bono Region
Ghana, West Africa
Email: stephen.ntim@cug.edu.gh
2. Dr. Nestor Nasage
Lecturer, College of Community and Organisational Development
Sunyani, Bono Region
Email: nnasage@ccod.edu.gh
3. Mr. Stephen Nanyele
Lecturer, Catholic University of Ghana
P.O. Box 363,
Sunyani, Bono Region
Ghana, West Africa
Email: stephen.nanyele@cug.edu.gh