

EDUCATIONALIST

## Details

20/1 Siyambalagastenna Road Kandy, 20000 Sri Lanka +94775296773 <u>akilafarwin@gmail.com</u>

NATIONALITY

Sri Lankan

DRIVING LICENSE B1978254

#### DATE / PLACE OF BIRTH

1988 NOV 6 Kandy

## Links

<u>Udemy Profile</u> <u>Office 365 Test Report</u> <u>YouTube Channel</u> <u>Automated Online Exam</u>

## Skills

Adaptability Fast Learner Computer Skills Leadership Skills Customer Service Ability to Multitask Interpersonal Skills Communication Skills Ability to Work in a Team Effective Time Management

## Languages

English

Sinhala; Sinhalese

Tamil

# Profile

Dedicated and experienced Educationalist with over thirteen years of experience in Lecturing, Curriculum Planning, Course Coordination and Operations Management, in the field of IT Education. I bring forth expertise in team building, leadership and quality control management for every job I take on.

# **Employment History**

#### **Online ICT Teacher, Self Employment**

JANUARY 2020 - PRESENT

Conducting ICT classes for Undergraduate and Advance Level students through Zoom. I have been teaching ICT and preparing Advance Level students for Edexcel and Cambridge exams. For undergraduates, I do customized sessions to clarify their doubts and help to successfully complete their assignments/projects. During this, I have been preparing the lesson materials, coordinating the online sessions and conducting lectures, all by myself.

#### Franchise Instructor, Kumon India Education Pvt Ltd, Kandy october 2017 – SEPTEMBER 2019

CTOBER 2017 - SEPTEMBER 2017

Discovered each student's level of academic ability and prepared individualized study plan to continually provide students with kumon worksheets that are suitable to their respective ability levels.

#### IT Lecturer, MIE-SPPU Institute of Higher Education, Doha

JUNE 2017 - AUGUST 2017

Taught IT to students in a multicultural environment and helped them achieve their greatest potential cum served as an everyday pillar of support and assistance to the Head of IT Department.

## Managing Director, Unique Academy Pvt Ltd, Kandy

MAY 2015 - MAY 2017

Coordinated and conducted lectures for British Computer Society - Higher Education Qualifications (BCS-HEQ) and Foundation in Information Technology awarded by the University of Colombo School of Computing (FIT-UCSC).

## Branch Manager cum Lecturer, ESOFT Metro Campus, Kandy

APRIL 2010 - MARCH 2015

- Worked collaboratively with the Regional Manager to develop the institution.
- Implemented operational strategies and instructed the department coordinators accordingly.
- Involved in student affairs to ensure their requirements and satisfaction on service.
- Was responsible for budget planning and making financial decisions.
- Developed marketing materials and plans to achieve targets.
- Handled human resource management in the branch.
- Maintained the facilities to ensure quality in the branch operations and services.
- Conducted lectures related to IT, Business Management, English Language, Mathematics, Graphic Designing, Software Engineering, Web Engineering and Computer Network Technology for Undergraduates.

## IT Teacher, Wesswood International College, Kandy

JANUARY 2008 - DECEMBER 2009

Taught IT subject for Primary, Secondary, G.C.E. Ordinary Level and G.C.E. Advance Level students, and coordinated the IT related activities in the school.

## Education

Executive MSc in Strategic Marketing, Asia E University, Colombo

JULY 2012 - JUNE 2014

Modules Covered:

- Strategic Brand Management
- Marketing Finance
- International Marketing Strategy
- Developing Strategic Marketing Plans
- Innovation and Product Management
- Strategic Marketing for Competitive Advantage
- Work Based Research Project

## Post Graduate Diploma in IT (equivalent to a Bachelor's Degree in IT), BCS - The Charted Institute for IT, Kandy

MAY 2007 - APRIL 2009

Modules Covered:

- Web Engineering
- Information Systems
- Software Engineering
- Programming Paradigms
- Object Oriented Programming
- Professional Issues in IS practice
- Computer and Network Technology
- Advanced Database Management Systems

# Foundation in IT, University of Colombo School of Computing (UCSC), Colombo

FEBRUARY 2012 - NOVEMBER 2012

Courses Covered:

- ICT Applications
- English for ICT
- Mathematics for ICT

## Courses

Artificial Intelligence and Education, TeacherLAB (online)

e-Learning Ecologies: Innovative Approaches to Teaching and Learning for the Digital Age, University of Illinois at Urbana-Champaign (online)

Diploma in Computer Studies, American College of Information Technology (ACIT)

Diploma in English, American College of Higher Education (ACHE)

Fundamentals of Financial Services, Charted Institute for Securities & Investment (CISI)

## References

Mr. Shamri Ahafurdeen from APIIT Lanka shamri@apiit.lk | +94772607080

Mr. Fazmil Thoufeek from Loyal International Pvt Ltd fazmiloyal@yahoo.com | +9477777679

## **Conferences & Workshops**

# The 40th Kumon Japan Instructors Conference, Yokohama

The theme of this conference was "Look into the future of Kumon - Let's take a new step forward with our colleagues around the world." This two-day conference provided an opportunity for me to learn from senior Kumon Instructors from different parts of the world.

#### Kumon Asia and Oceania Instructors Conference, Bangkok

#### DECEMBER 2018

This conference gave me the opportunity to learn different methods of developing strong work skills and good study attitude in students.

#### National Instructors Conference, Delhi

#### SEPTEMBER 2018

This conference gave the opportunity for me to network and learn from fellow Instructors in Sri Lanka and India.

#### Neuro-Linguistic Programming, Colombo

MAY 2014

This was a two-days Holistic and Experiential Workshop for Personal Transformation which gave me the opportunity to understand myself better and learn how to carry on a balanced life.

#### Professional Teacher Training, Colombo

APRIL 2014

This was a three-days training program conducted by Sri Lankan education specialists, both from the state sector and the private sector. This training program was a valuable experience for me which raised my ability to be an effective lecturer.