
Kellan Kabir Chand

Komave Street, Nabua Road, Suva, Fiji Islands

(+679) 9622723 / (+679) 8725380

Email: kellanchand@yahoo.com

OBJECTIVE

Seeking a position in any organization of my caliber and qualification. Offering exceptional mathematical and analytical knowledge, logical thinking, a pleasure of diversity and exceptional verbal communication skills.

SUMMARY OF QUALIFICATIONS

- Over eighteen years' experience teaching Mathematics/Statistics to secondary students of different backgrounds and almost two years' experience in teaching tertiary students
- Over three months attachment as a consultant to the Nauru Education Department in the Capacity of Coordinator for Queensland Certificate in Examination in Mathematics
- Well Experienced in compilation and preparation Secondary Curricula Text books this was through workgroup meetings in Preparation of the Currently used Year 12 and 13 Mathematics Books
- Highly skilled in planning effective instructions and deliverance
- Excellent Project management capabilities and execution with due diligence
- Extremely proficient in meeting deadlines and working according to budgetary restrictions
- Very extensive knowledge of statistical and analytical analysis and representation
- Driven to attain excellence in field of opportunities
- Hands on experience in teaching mathematical/statistical concepts to young and adult students
- In depth knowledge of basic and advanced analytical/statistical and mathematical skills with a specialization in algebra, calculus and other mathematics concepts
- Demonstrated ability to plan a program of Importance that meets the interested parties and body's needs, interest, and ability
- Able to maintain a disciplined and controlled work environment
- Proficient in preparing effective and appropriate presentations
- Utilized instructional methods and materials that are most suitable for meeting defined objectives and standards
- Apply and Implement Organizations Ethics and Code of Conducts
- Report Accordingly to Supervises
- One of the main stalwarts in helping design the new main mathematics syllabi and curriculum for all levels of a secondary school mathematics program
- Also helped in developing new text books for upper secondary school mathematics

- Extensive Knowledge of Web Applications and a Numerous amount of Software, Most Importantly MS Office
- Language Known: English, Hindi and Fijian
- Secretarial tasks and record-keeping
- Valid teacher's and Driving license of Fiji Islands/Cook Islands

PROFESSIONAL EXPERIENCE

December 2001 – December 2003

Courts Fiji LTD

Part – Time Floor Sales Man – Electrical Section

January 2004 – June 2010

Jai Narayan College – Rewa Street, Suva, Fiji Islands

Math Teacher

- Plan and carry out study programs appropriate to individual needs
- Create classroom environment conducive to learning and discipline
- Make engaging lessons that develop student critical thinking and problem-solving skills
- Assess student progress regularly
- Diagnose individual learning abilities of students pertaining to mathematical concepts and reporting to authorities
- Plan and supervise purposeful assignments
- Plan and execute student assessments on a monthly b

June 2010 – Dec 2011

Jai Narayan College – Rewa Street, Suva, Fiji Islands.

Acting Head of Department – Mathematics/ Computer

- Providing, in collaboration with the Principal, Vice- Principal and members of the administrative team, educational leadership within the school.
- Providing professional advice, information and support, as a curriculum leader, to all teachers within the Department on relevant specialist curriculum areas.
- Coaching and mentoring teaching staff, building their professional capacity and ensuring consistent and appropriate teaching and learning practices are established and maintained.
- Observing, monitoring and reporting on teachers' lesson delivery for the purpose of improving learning and teaching programme outcomes.
- Supervising the teaching of relevant subjects ensuring appropriate levels are taught to the different year groups
- Leading and managing the development of the Department's internal assessment and reporting in the designated subject area(s).
- Coordinate and execute department work
- Supervise 12 department staff

- Lesson observations
- Critical Reporting on department members performance
- Work in accordance to school and Ministry of Education Polices
- Perform duties as a mathematics teacher

Jan 2012 – Jun 2013

Cathedral Secondary School – Queen Elizabeth Drive, Nasese, Suva, Fiji Islands
Acting Head of Department – Mathematics / Computer / Physics

- Providing, in collaboration with the Principal, Vice- Principal and members of the administrative team, educational leadership within the school.
- Providing professional advice, information and support, as a curriculum leader, to all teachers within the Department on relevant specialist curriculum areas.
- Coaching and mentoring teaching staff, building their professional capacity and ensuring consistent and appropriate teaching and learning practices are established and maintained.
- Observing, monitoring and reporting on teachers' lesson delivery for the purpose of improving learning and teaching programme outcomes.
- Supervising the teaching of relevant subjects ensuring appropriate levels are taught to the different year groups
- Leading and managing the development of the Department's internal assessment and reporting in the designated subject area(s).
- Coordinate and execute department work
- Supervise 9 department staff
- Lesson observations
- Critical Reporting on department members performance
- Work in accordance to school and Ministry of Education Polices
- Perform duties as a mathematics teacher

Jun 2013 – Feb 2014

Fiji National University – Samabula, Suva, Fiji Islands
Lecturer – Mathematics

- Conduct and Coordinate Lecturers, Tutorials and Lesson Groups for Preliminary, Foundation and Degree level Students
- Present Trimester, Semester and Penster based exam results to school and College Exam boards
- Analyze Results of Department, School and college exam results

September, 17 2014

Fiji Elections Office – Suva, Fiji Islands

- Presiding Officer – Coordinate National Elections at the Polling Venue

February – November 2015

College of Foundation Studies – University of South Pacific – Laucala Bay RD, Suva, Fiji Islands

Part Time – Teaching Assistant

- Teaching Foundation and Preliminary Courses

January - December 2016

Department of Education – Republic of Nauru

Coordinator of Mathematics for the Queensland Certificate Examination Program

- Coordinate the Mathematics program for the Department of Education of Nauru for the Primary and Secondary Schools, Implementing the Queensland Certificate Examination.

March – July 2017

Bhawani Dayal Arya College – Nakasi RD, Nausori, Fiji Islands

Relieving Teacher Mathematics

- Teach Mathematics and Statistics to senior forms

July – December 2017

Dudley High School – Toorak Road, Suva, Fiji Islands

Relieving Teacher Mathematics

- Teach Mathematics and Statistics to senior forms

June – November, 2017

School of Computing, Information and Mathematical Sciences - University of South Pacific – Laucala Bay RD, Suva, Fiji Islands

Part – Time Teaching Assistant/Tutor/Marker

March – December, 2018

Nasinu Secondary School – Nasinu Road, Suva, Fiji Islands

Secondary Teacher – Band F – Mathematics

- Providing, in collaboration with the Principal, Vice- Principal and members of the administrative team, educational leadership within the school.
- Providing professional advice, information and support, as a curriculum leader, to all teachers within the Department on relevant specialist curriculum areas.
- Coaching and mentoring teaching staff, building their professional capacity and ensuring consistent and appropriate teaching and learning practices are established and maintained.
- Observing, monitoring and reporting on teachers' lesson delivery for the purpose of improving learning and teaching programme outcomes.
- Supervising the teaching of relevant subjects ensuring appropriate levels are taught to the different year groups
- Leading and managing the development of the Department's internal assessment and reporting in the designated subject area(s).
- Coordinate and execute department work
- Supervise 8 department staff
- Lesson observations
- Critical Reporting on department members performance
- Work in accordance to school and Ministry of Education Polices
- Perform duties as a mathematics teacher

January 2019 – April 2019

Tabia Sanatan College – Tabia, Labasa, Fiji

Acting Principal – Band F

- Providing, in collaboration with the Vice- Principal and members of the administrative team, educational leadership within the school.
- Providing professional advice, information and support, as a curriculum leader, to all teachers within the Department on relevant specialist curriculum areas. Design and Plan study programs appropriate to individual needs
- Coaching and mentoring 27 teaching staff, building their professional capacity and ensuring consistent and appropriate teaching and learning practices are established and maintained. Guide and supervise school staff
- Observing, monitoring and reporting on teachers’ lesson delivery for the purpose of improving learning and teaching programme outcomes. Plan engaging lessons that develop student critical thinking and problem-solving skills
- Supervising the teaching of relevant subjects ensuring appropriate levels are taught to the different year groups
- Leading and managing the development of the Department’s internal assessment and reporting in the designated subject area(s). Design programs to assess student progress regularly. Design and execute student assessments on a monthly/Termly/Quarterly/Yearly basis. Monitoring, assessing and reporting on student learning for the purpose to improve learning and teaching programme outcomes.
- Create classroom environment conducive to learning and discipline
- Diagnose individual learning abilities of students pertaining to mathematical concepts and reporting to authorities
- Establishing and sustaining effective, constructive and respectful relationships within the school, with parents and the wider community.
- Optimizing the school’s financial, physical and human resources through sound management practices and organizational systems to achieve the Ministry of Education, Heritage and Arts vision, goals and objectives of student-centered learning.
- Actively contribute to corporate requirements of the Ministry including planning, budgeting, discipline and staff selection activities when required.

January 2020 – December 2020

Nukutere College – Rarotonga, Cook Islands

Head of Department – Mathematics

- Providing, in collaboration with the Principal, Deputy Principal and members of the administrative team, educational leadership within the school and how well to deliver NZQA Curriculum specifically in Mathematics and Statistics
- Providing professional advice, information and support, as a curriculum leader, to all teachers within the Department on relevant specialist curriculum areas.
- Coaching and mentoring teaching staff, building their professional capacity and ensuring consistent and appropriate teaching and learning practices are established and maintained.

- Observing, monitoring and reporting on teachers' lesson delivery for the purpose of improving learning and teaching programme outcomes.
 - Supervising the teaching of relevant subjects ensuring appropriate levels are taught to the different year groups
 - Leading and managing the development of the Department's internal assessment and reporting in the designated subject area(s).
 - Coordinate and execute department work
 - Supervise 8 department staff
 - Lesson observations
 - Critical Reporting on department members performance
 - Work in accordance to school and Ministry of Education Policies
 - Assessing and Monitoring Students according to the NZQA requirements as stated by the New Zealand Qualifications Assessment board
 - Perform duties as a mathematics teacher
-
-

EDUCATION AND CERTIFICATION

- University of the South Pacific – Laucala Campus, Suva, Fiji
Bachelor of Education Degree - September 2005
Major: Mathematics, Minor: Computer Science
 - University of the South Pacific – Laucala Campus, Suva, Fiji
Post Graduate Diploma - September 2010
Major: Mathematics/Statistics
 - Fiji National University – Nasinu Campus, Nasinu, Fiji
Executive Masters in Business Administration – In progress
Major: Business Administration and Human Resources
 - Fiji National University – Nasinu Campus, Nasinu, Fiji
Training of Trainers – Module 1 - Completed
-

Referees:

1. Mr. John Arthur Nagan
Principal
Nasinu Secondary School, Nasinu Road, Nasinu, Fiji Islands
Relationship: Principal
Phone: +679 3393047/ +6798620035
E-Mail: naganjohn@yahoo.com
2. Mrs. Tarisi Tawake
Principal – Jeremiah Reibevu College
Tacirua, Tamavua, Suva, Fiji
Relationship: Former Vice Principal
Phone: +6794501972 Or +679943472

Email: 1683jeremiahcollege@gmail.com or tarisitawake@ymail.com

3. Mr. Prem Kumar

Subject Coordinator

Pacific TAFE, University of the South Pacific

Suva, Fiji Islands.

Relationship: Former Supervisor

Phone: +679 32 37184 Mob: +679 9937784

E-mail: prem.kumar@usp.ac.fj or

kumar_p@usp.ac.fj
