

## **PROFESSIONAL SUMMARY**

I have close to 10 years of experience in the classroom as a lecturer and in non-governmental organizations. In addition, I possess the following skills: Project management; capacity strengthening for implementing partners; implementation of monitoring and feedback systems at national and subnational levels; and preparation and submission of high-quality progress and performance reports in accordance with the requirements of a range of development partners in Sierra Leone.

Specifically, I have had hands-on and practical experience in the following areas:

- Sociology, Social Work, Development Studies, Culture, Planning, and delivering capacity strengthening capacities in decentralized governance, planning, advocacy, guidance and counselling, and budgeting and community-based monitoring;
- Research, Proposal Writing, Planning, Monitoring, and Evaluation, and liaison with national authorities for the establishment of strong inter-agency coordination.
- Data collection, data quality assurance, and Local Governance Performance Assessments
- Mindful about organizational policies, procedures, and guidelines, using my ability in Human Resource functional services, regulations, rules, methods, and processes to enhance accurate, timely, and effective delivery of services.
- Experience in organizing workshops and training with excellent skills in facilitating training sessions and developing training manuals.
- Extensive experience in Planning, Monitoring, and Evaluation, and liaison with national authorities for the establishment of strong inter-agency coordination.
- Possess personal attitudes such as good interpersonal relationships, excellent communication skills, ability to work under challenging environments, willingness to accept additional responsibilities, flexible and adaptable to changing work conditions, ability to work in multi-cultural settings
- Possess computer skills in MS Word, Excel, PowerPoint, Microsoft Windows, and internet navigation.
- I have published more than 20 Academic Articles and authored 3 published books in various international publishing journals/ publishing houses with high impact factors in both social sciences and Humanities(Referenced: Google Scholar: Eric Komba Foyoh Mani Academic Publications).

## EDUCATION

1. PhD in Sociology (In Progress) Final Year (2023-2026). East China University of Science & Technology, Shanghai, China.
2. Master of Arts in Educational Guidance & Counselling 2021-2022 Ernest Bai Koroma University of Science & Technology Magburuka Campus Sierra Leone Awaiting Graduation.
3. Master of Arts in Peace and Development Studies 2018-2019 Njala University Bo Campus
4. First Class Degree in Social Work, 2017, Njala University, Bo Campus.
5. Higher National Diploma in Community Development Studies, 2012, Every Nation College, Bo City, Sierra Leone
6. Diploma in Entrepreneurship and Business Canvas BANKTEH College Freetown

## EXPERIENCES

2020- 2025/Present: Lecturer- Social Work Department, Eastern Technical University of Sierra Leone, Kenema Campus.

2019-2020 EASTERN POLYTECHNIC KENEMA CAMPUS

Responsibilities:

Member of the Energy Working Team (Technical Team for the East) DSTI State House Project at the Eastern Polytechnic, Kenema

- Member of the Eastern Polytechnic Transformation to University Planning Committee, Kenema City.
- Member of the Eastern Polytechnic Transformation to University Curriculum Development Committee.
- Deputy Committee Chairman, Entertainment Committee, for the official declaration of the Eastern Polytechnic into the Technical University of Sierra Leone by His Excellency, the President of the Republic of Sierra Leone, Retired Brigadier General Dr Julius Maada Bio, and the Government of Sierra Leone.
- Acting as Secretary in the Faculty of Business and Entrepreneurship Studies, Eastern Polytechnic, Kenema.
- Departmental Coordinator at the Social Work Department, Eastern Polytechnic, Kenema City.

2018 to Date EASTERN TECHNICAL UNIVERSITY OF SIERRA LEONE KENEMA CAMPUS

Lecturer: 1, and the Coordinator of the Department of Social Work & and Administrator for the Distance Learning/ Education Program in Kono District.

Responsibility:

Deliver lectures to all students in my department and in three other departments across different fields of study.

Coordinate the affairs of all students in the department

Represent the department in administrative and partnership meetings with partners

Facilitates seminars and workshops in the department

Work as a lead academic publisher in all academic research and projects

Supervises students' projects or dissertations

2016- 2017: Catholic Organization for Relief and Development Aid (CORDAID)

District Health Data Officer - Saving Lives Project

Responsibility

- Provide technical assistance to the DHMT on health system strengthening using the RMNCAH indicator approach.
- Conduct pre-data entry review on HF forms before inputting into the DHIS2 monthly to identify data quality issues using verifiable indicators
- Conduct a data clinic every quarter to identify program issues that are worth Stakeholders' intervention
- Conduct monthly and quarterly data analysis from DHIS2 for informed
- Decision by the DHMT on effective service utilization and health system strengthening in the district
- Conduct a multi-stakeholder review meeting for decision-making to enhance health System strengthening through tripartite engagement for effective health governance in the district
- Conduct quarterly data audit and verification to PHUs to make corrections on Issues identified during pre-data entry and provide coaching to PHU staff on HMIS and RMNCAH verifiable indicators
- Support the data entry clerk in inputting the data into the DHIS2 platform to mitigate data entry errors
- Conduct regular on-the-spot checks to PHUs for quality entry of data into the health facility forms/tools by health workers at the PHU
- Compile and complete both monthly and quarterly data visualization using the pivot table, DHIS2, and the GIS tool on RMNCAH indicators
- Prepare both monthly and quarterly activity budgets for onward implementation
- Submit both monthly and quarterly reports to the health manager at the Country office.

- Perform any other task assigned to you by DHMT and the country office
- Support the DHMT in the collection, processing, analysis, and interpretation of data for decision-making by stakeholders on health governance
- Participate in a joint supportive supervision with the DHMT to PHUs on a monthly and quarterly basis.

#### 2012-2016 KONO DISTRICT COUNCIL

Administrative and project support officer, Kono District Council, D.O. Barracks, Koidu City.

Purpose: The Administrative and Project Officer is responsible for the smooth running of the Council administration, providing high-level administrative support to the Chief Administrator and delivering administrative support on projects.

#### Responsibilities

- Supporting the Chief Administrator and other team members in the delivery of projects
- Transcribing project interviews and meetings; writing Council Meeting minutes
- Administering Service Provider Business forms and coordinating monthly coordination meetings
- Ad hoc distribution of research reports and briefings
- Processing routine correspondence and managing other administrative tasks as and when they arise.

#### 2016-2019 February EVERY NATION COLLEGE BO CITY NOW EVERY NATION POLYTECHNIC BO CITY.

I served as Head of Social Work Department at Every Nation College.

#### Duties:

I was the departmental head who managed the day-to-day operations of the department

I lectured on seven modules in my department as head of department from first to final year, and supported other departments by lecturing on four additional modules.

I assigned modules to my lecturers and approved the timetables for every teaching session.

References:

1. Mr John Juana

Registrar

Eastern Technical University of Sierra Leone, Kenema Campus.

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2. HE Ambassador Dr Patrick Brima Kapuwa

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3. Mr Andrew Musa Saidu

Project Specialist

World Bank REDISSE Project

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4. Mr Albert Momoh Lissa

Registrar

Every Nation College/ Every Nation Polytechnic Bo City

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5. Engineer John Bosco Kaikai

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Eastern Technical University Court Member

Commissioner for the Sierra Leone Ministry of Water Resources & Energy Ministry

Fellow and Vice President for the Sierra Leone Engineering Council

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**E R I C K O M B A F O Y O H M A N I R E S U M E**

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