# Ravi Singh

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# Objective:  application for teaching post

Dedicated, resourceful education professional for the last 14 years with proven ability to create and monitor policies and practices and promote a safe learning environment

# Education

## July 1995:     M.Phil. in Zoology from University of Delhi, Delhi, India

Dissertation: Cell and Molecular Biology, Cell biology of Single Celled Eukaryotes

## July 1994:      M.Sc. Zoology from University of Delhi, Delhi, India

M.Sc. Part I:     comparative animal physiology, principles of chemical biology, systematic and evolution, development biology, proto-zoology

M.Sc.Part II:     cell and molecular biology, prokaryotic structure and genetic mechanisms, eukaryotic cell structure and functions, cytogenetics and somatic cell genetics, molecular biology of single cell eukaryotes, principal of gene manipulation

## July 1991:     M.Sc. I, Botany from University of Delhi, Delhi, India

M.Sc. Part I:    comparative mycology, phycology, microbiology, bryology, pteridology, gymnosperms, angiosperms, plant physiology, genetics, ecology and environmental pollution

## July 1990:       B.Sc. General Biology from Kurukshetra University, Haryana India

Zoology:             Non-Chordata and Chordata, Pisciculture and Aquaculture, Developmental Biology, Biogeography, Ethology, Medical Zoology, Insect Pests, food storage, Entomology, Economic Zoology, Animal Physiology, systems of classification and nomenclature, evolution, conservation, wild life management, ethology

Botany:               Cytology, Histology, Biochemistry, Enzymes and Co-Enzymes, Genetics, Ecology, Plant Anatomy, Plant Physiology, ecology and environment, Cryptogams, Gymnosperms and angiosperms, Paleobotany, Plant Taxonomy, Economic Botany, Plant Embryology, Biotechnology, Pollution and Environment Biology etc.

# Awards and certificates received

NET qualified / U.G.C.-C.S.I.R. (Union Grant Commission - Council of Scientific and Industrial Research) exam'94 getting JRF (Junior Research Fellowship) and Lectureship eligibility certificate to teach in college and University by the Govt. of India.

Qualified G.A.T.E. (Graduate Aptitude Test in Engineering) getting another fellowship

Got Teachers Training in Biological Sciences from British Council, Kathmandu in 2007 at Rato Bangla School Venue

# English Proficiency

Passed internet based (iBT) TOEFL test for English proficiency with scores of 99 in 2007.

Passed computer based (CBT) GRE General i.e. graduate record exam with total scores of 900 in 2005

# Laboratory AND Research skills

##### Experience and exposure to following Laboratory techniques:

PCR Technique, Preparation of human/rat/mice karyotype and G-Banding, Spectrophotometry, Chromatographic techniques, GEL electrophoresis, Transformation of E.coli with plasmid , Plasmid isolation and transformation, Purification of CCC DNA by CsCl centrifugation, Gram staining, DNA and protein sequencing, Bioassays, Growth and maintenance of bacterial cultures, Western Blot, Use of haemocytomete, Microinjection, Microscopy, autoclave use, sterilization, Disinfection and asceptic techniques etc.

# Information, Communication and Technology skills

Word Processing, Spreadsheets & Database Skills, File Management & Windows Explorer Skills, Electronic Presentation Skills, Videoconferencing skills, Web CT or Blackboard Teaching Skills, Web Navigation & E-Mail Management Skills, Downloading Software From the Web (Knowledge including eBooks), Computer Network Knowledge, Installing Computer Software onto a Computer System, Digital Cameras, Computer-Related Storage Devices (Knowledge: disks, CDs, USB drives, zip disks, DVDs, etc.), Scanner Knowledge, Knowledge of PDAs, Educational Copyright Knowledge, Computer Security knowledge.

# Teaching and Administrative experience

##### May, 2009 till date, National Campus, Balkumari, Lalitpur, Kathmandu, Nepal

##### Head of Academics (FULL TIME)

* Overall Managing, supervising faculty, support staff, counselors, librarian employees etc.
* Taking Lectures and Laboratory classes for A Level in Biological Sciences, developing Lesson Plans and Designing Lab classes

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##### May 2008 till april, 2009, GEMS Institute of Higher Education, Kathmandu, Nepal

Coordinator and Lecturer, Department of Biology (FULL TIME)

* Overall management of BS/MD (Equivalent to MBBS) Program. Administer recordkeeping, academic calendar development, internal assessment planning, selection and monitoring of faculty and perform many other duties
* Conduct of Evaluation and Examinations, making results
* Took Lectures and Laboratory classes in Comparative Vertebrate Anatomy and Animal Physiology along with Cell and Molecular Biology, for Biology BS (Graduation Program) affiliated to AUF University, the Philippines
* Developed Lesson Plans and Designed Lab classes
* Taught Theory and Practical of  A Level Classes in Biology

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##### May 2007 till 2008, Xavier International College, Kathmandu, Nepal

Biology Lecturer (Part Time)

* Taught B.Sc. Zoology complete course affiliated to Tribhuvan University, Kathmandu and demonstrating Practical classes.
* Taught "AS and A level" Cambridge University Course in the subject of Biology with practicals.

        Preparing, improving  and distributing study materials according to syllabus

* Preparing questions for Terminal Exams, conducting examination and doing evaluation.

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##### May 2001 till 2008, saipal Academy, Kathmandu, Nepal

biology teacher (part Time)

#####         Took theory and practical in biological sciences for A Level

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##### May 2001 till 2008, Nobel Academy, Kathmandu, Nepal

Head of Department of Biology (Full Time)

* Supervised faculty, Serving on faculty committees;
* Accomplished academic department human resource objectives by selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining faculty and staff;
* Taught Theory in Zoological Sciences and demonstrated Practicals in Biology (Zoology)
* Developed Lesson Plans and Designed Practicals
* Evaluation and Conduct of Examinations
* Organized Scientific Exhibitions, Seminar and Educational Tours
* Also coached students for Medical Entrance Competition for MBBS Course.

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##### May 1999 to May 2001, DAV School, a CBSE affiliated Higher Secondary School, Kathmandu, Nepal

HEAD OF BIOLOGY DEPARTMENT (Full Time)

* Created and established senior secondary medical section with Biology Laboratory as Head of Biology Department.
* Established reputation for knowledge and expertise in the life science field executing courses and preparing them for competitions and medical entrance.
* Conducted various seminars and exhibitions.
* Conducted many field excursions and specimen collection campaigns, projects etc.
* Provided health, population and environment education in other schools also on part time basis.

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##### November 1995 to February 1999, Sachdeva College, Delhi, India

Instructor in Biology/Zoology (Full Time)

* Taught Biology to pre-medical students for Medical Entrance Competition Exams for MBBS Course
* Written articles for competitive exam preparation in competitive magazines.

Also taught in B.Sc. Sann International College as a guest lecturer.

# Interests and hobbies

Reading scientific journals and Magazines, Internet surfing, Visiting natural places, Writing scientific articles, Painting and music, playing sports

# Co-curricular and Extra Curricular Activities

Nature watching, singing, Imparted knowledge of Health, Environment and Natural conservation for sustainable developments in various schools and colleges on volunteer basis, Playing Badminton, Volleyball

# Membership

Member of International Society of Zoological Sciences (ISZS), secretariat at Beijing, China