

## ***CURRICULUM VITAE***

### **Personal Details:**

Title: Miss

Surname: Ramyad

Other name: Naveena

Address: 113 Allee Brillant, Castel, Phoenix

Marital Status: Single

Date of Birth: 15/10/1977

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### **Educational Details:**

<b>Qualifications</b>	<b>Date of Completion</b>	<b>Institutions</b>
Certificate of Primary Education Passed	May 1989	Jules Koenig Government School
Cambridge School Certificate Passed	November 1993	Loreto Convent Rose Hill
Cambridge Higher School Certificate Passed	November 1996	Loreto Convent Rose Hill
Bachelor of Science in Biology	June 2000	University of Mauritius
Bachelor of Arts in Performing Arts (Vocal Hindustani Music) with education	July 2005	University of Mauritius
Master of Business Administration(MBA) 1st Class with distinction	December 2009	Indira Gandhi National Open University
Post Graduate Diploma in Human Resource Management with Distinction	December 2009	Indira Gandhi National Open University
Post Graduate Diploma in Management	December 2009	Indira Gandhi National Open University
Advanced Diploma of Tourism Management/ Events Management	January 2007	William Angliss Institute Australia
Bachelor of Laws (LLB)	November 2016	University of London

**Other Trainings:**

<b>Training</b>	<b>Accredited By</b>	<b>Date/Year</b>
Conservation in Action	UNDP/BEI/GEF	Dec 1997
Biology of Sea Weeds, Sea Grasses and Cultivation	UOM/ SIDA/SAREC	Dec 1998
Young Entrepreneur Development Program	SMIDO	Dec 1996
Biodiversity Training Workshop	UOM/UNDP/GEF	January 1999
<b>Television Interviewing Techniques</b>	Mauritius College of the Air	April 2007
<b>Journalism</b>	Alliance Française Ile Maurice	Juin 2013
<b>Radio Presse et Communication Niveau 1</b>	Alliance Française Ile Maurice	Juin 2013
<b>Radio Presse et Communication Niveau 2</b>	Alliance Française Ile Maurice	Dec 2013

**Employment History :**

<b>Employer</b>	<b>Details of Employment /Activity</b>	<b>Date</b>
New Eton College	Supply Biology Teacher	May 2000 to June 2000
Tracmail Mauritius Limited/ Joint Business of Currimjee- Jeewanjee Group with an Indian Multinational	Customer E- Service Provider	Oct 2000- May 2001 (In July 2001- Operation of Tracmail stopped in Mauritius due to high cost of internet and operations
Ministry of Education and Scientific Research	Educator	March 2001 to December 2009
Ministry of Education and Scientific Research	UNESCO Sponsored Project Manager	2004- 2005 (Seconded to duty)
Ministry of Education and Scientific Research	<b>Communication Coordinator</b>	2004- 2005 (Seconded to duty)
Mahatma Gandhi Institute- Moka	Educator	January 2012 to now
Ministry of Civil Service and Administrative Reforms	Senior Adviser to the minister	March 2016 to September 2016
Ministry of Civil Service and Administrative Reforms	Adviser in Information matters	February 2017 to October 2019
Government of Mauritius	The Government Chief Whip	November 2019 till now

**Achievements:**

<b>Achievements</b>	<b>Organization/ Institution</b>	<b>Year</b>
Youth Residential Trainings/ Workshop's/ Camps Through Floreal Youth Center	Ministry of Youth and Sports	1993- 2000
Youth Leadership Programs	Human Service Trust	1993- 1996
On Stage Programs in Dance, Sitar Recitals and Song	MGI/ NGOs	1993- onwards
Scholarship	ICCR India	1997 (Refused since got admission to University of Mauritius)
Master of Ceremony	Indian Business Council/ Hindu Business Chamber and many other cultural, social or economic activities as and when required	2001 onwards
Participated (solo and with students in varied competitions and activities)		2001 onwards
Drama Festivals and Competitions		2005 onwards
Publications of various papers- Science, history, music and articles in national and international publications and participated in international conferences		2010 onwards

**Achievement Related to Educational Field:**

<b>Activity</b>	<b>Details</b>	<b>Year</b>
Project Manager UNESCO	Plan, implement plan and evaluate full execution of the conversion of school libraries to school community libraries	
BA Performing Arts Dissertation	Devising pedagogical methods to teach students with special needs the Performing Arts	2005
Management of 3 private owned business and companies.	<ol style="list-style-type: none"> <li>1. Marine Biologist and Consultant in devising shoreline habitats for sea animals as well as reef plantation, aqua marine and oceanographic research to devise artificial beaches for hotels.</li> <li>2. Consultancy for marine based research and activities.</li> <li>3. Events management for big and selected companies. Conference, workshops and exhibition planning for multinationals.</li> </ol>	2008- onwards
Educator MGI	Involved in the Curriculum Development Section to assist in devising syllabi for pre primary, primary and secondary level.	2010 onwards
	Involved in curriculum development and textbook writing.	
	Taught Music to Blind students at Lois Lagesse Trust Fund- Preprimary level to adult classes.	2010- 2012
BAI Award for innovators in Business	Amongst the 10 finalists and proposed and devised a business plan which introduces a new concept of pre-primary education which caters for both the challenges of globalization and which focused on our heterogeneous societal needs.	2013
Curriculum Development and textbook writing	Formal Workshop by the National Council of education and Training India	March to April 2016
Ministry of Gender Equality, Child Development and Family	Child Mentor	Jan 2019 (February had to leave since joined MCSAR)

## **Social Works:**

1. Volunteered for conservation in action.
2. Animateur Special Vacances 1994-1997 (Reference Mr Reebye Min of Youth)
3. Participated in OUF 93, a brilliant initiative to empower youth.
4. Volunteered at LOIS Lagesse Trust Fund to teach blind students.
5. Special Prize Lonhro Award 1997
6. Member of Hindu House, All Vaish Congress, SAKET, Allee Brillant Mandir, Human Service Trust.  
Amongst many others...