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Pages 2 and 3 of this document show an example of a curriculum vitae (CV) (résumé) that uses good English language spelling and grammar. It also uses a logical format and provides sufficient detail to aid an employer to determine the applicant's qualifications and experience.

This YouTube presentation may be useful for those who are searching and applying for jobs in foreign countries.

A dark blue rectangular graphic with a white corner in the bottom right. On the left, the text 'The Free School' is written in a large, bold, yellow font. To the right of this text is a small version of the school's logo. Below the school name, the text 'Applying for work overseas:' is written in white, followed by 'Avoiding scams and unfair work' in white. At the bottom, the email address 'free@thefreeschool.education' is written in yellow.

<https://www.youtube.com/watch?v=wrsPaGO5MKA>

Rajveer Patel

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Career objective: to work in the field of education to support those from disadvantaged backgrounds who wish to engage in study as a means to empower their career and life course.

Status: Indian and Canadian citizenship.

Salary/benefits: flexible and negotiable.

Mode: face-to-face, online or both modes.

Hours: temporary, casual, contract or permanent.

Available: I am flexible and may commence any role immediately.

Awards

Mahatma Technical and Social Sciences College

Doctor of Education

2014 to 2017 (All But Dissertation status)

Master of Social Sciences - 2012

Coursework 3 Distinctions and 12 High Distinctions

Bachelor of Social Sciences (Honors) - 2005

Externally examined thesis 20,000 words

Microfinance and gender in Lao People's Democratic Republic: 1995 to 2005

High distinction average for coursework and thesis

Computer applications

Microsoft Office, Famine-relief Online Organization Database (FOOD)

Academic service

Mahatma Technical and Social Sciences College: Academic Appeal Board, Panelist 2015

Certifications

Advanced First Aid Certificate (Current), Red Cross International Punjab 2015

Employment

Indian Red Cross Society, Employment Assistance Centre, Kerala State

Acting Program Leader (Part-time), February 2015 to June 2016

- Taught ESL to international students
- Taught IELTS to international students
- Assisted graduates to write covering letters and prepare their CV
- Coached graduates and aided them to prepare a long-term job search strategy

Hindu Global Mission Society

Field Officer - Food Program: Pakistan, Bangladesh, Sri Lanka, Nepal

January 2004 to December 2014

- Coordinated food parcel deliveries for regional depots
- Interviewed community leaders to identify local food requirements
- Represented the Divisional Office at regional and cross-national conferences
- Updated stock purchases and food parcel deliveries on the computer database

Punjab State Technical High School

Senior Prefect, 2003

- Recorded minutes of the meetings and distributed these to the School Council
- Attended meetings on the Student's Representative Council (SRC) on a monthly basis
- Represented the SRC at intra-high school meetings at the regional and national levels

Academic Achievements

- Principal's Merit Scholarship, Punjab State Technical High School, 2003
- Graduated as Dux of Punjab State Technical High School in 2003

Peer review publications

Patel, J. (2014), Gender and microfinance in Kerala State, *Kerala Review*, June 2014, 2(1), 6-9.

——— (2013), Guest Editor: Forward, *Punjab State ESL Journal*, 5(3), 1-2.

Interests: Attending conferences and Teaching English as a Second Language (TESOL).

Referees

Registrar, Mahatma Technical and Social Sciences College.

Director Human Resources, Indian Red Cross Society Kerala State.