**CURRICULUM VITAE**

**PERSONAL DETAILS**

NAME: Agyemang Joseph

DATE OF BIRTH: 26th May 1969

PLACE OF BIRTH: Tikrom

NATIONALITY: Ghanaian

SEX: Male

RELIGION: Christianity

MARITAL STATUS Married with three (3) children

PERMANENT ADDRESS: P. O. Box 51, TikromVia Ejisu-Ashanti

 Tel: 0244 216225

PRESENT ADDRESS: C/O Mr. J. K. Dapaah, P. O. Box 73, Ejisu-Ashanti

E-MAIL ADDRESS: joeagyem04@yahoo.com

**EDUCATIONAL RECORDS DATE**

KNUST, MBA (Human Resource Management) Second Degree Sept. 2009-June 2012

University of Ghana, B.A. Linguistics, First Degree 1994 – 1998

Acherensua Secondary School, G.C.E. ‘A’ Level Certificate 1991 – 1993

Ejisuman Secondary School, G.C.E. ‘O’ Level Certificate 1986 – 1991

CEDEP Computer Training Centre Sept. – Dec. 1999

**WORK EXPERIENCE** **DATE**

National Service, Teaching 1993 – 1994

National Service, Teaching 1998 – 1999

Administrative Assistant, Peace Security Service, Kumasi 2000

Interviewer, Ghana Statistical Service – Post Enumeration Survey (PES) 2000

Interviewer, Ghana Statistical Service – Ghana Child

Labour Survey (GCLS) 2000

Senior Administrative Assistant, KNUST, Kumasi 2001 – 2006

Principal Administrative Assistant, KNUST, Kumasi 2007 – 2013

Chief Administrative Assistant, KNUST, Kumasi 2014 – July, 2020

Junior Assistant Registrar Aug, 2020 - Date

**MEMBERSHIP OF COMMITTEES & ASSOCIATIONS** **DATE**

Member, Student Discipline Committee Acherensua Sec. School 1991 – 1993

Secretary, Pax Romana Choir, Legon 1997 – 1998

Secretary, Tikrom Youth Association 1998 – 1999

Secretary, Tikrom Truth Club 2002 – 2004

Member, Examination Coordinating Committee – KNUST 2002 - June, 2004

Member, Congregation Planning Committee – KNUST April, 2002-June, 2004

Member, CCB Lecture Rooms Allocation Committee – KNUST 2002-June, 2004

Member/Secretary, Committee for 60th Anniversary Celebration of

College of Science Sept. – Oct., 2011

Member/Secretary, Committee to investigate the loss of monies collected by

Science Students Association (SCISA) from first years’ students. March – April, 2012

Secretary, Committee to investigate alleged examination malpractice against a

 Third Year student pursuing BSc Biological Sciences in the Department of

Theoretical and Applied Biology (TAB) Jan. – Feb. 2013

Member/Secretary, College of Engineering Awards Planning Committee Sept. 2015-Aug, 2017

Member/Secretary, Committee to study the operations of the Engineering

 Guest House, KNUST March – April, 2016

Member/Secretary College of Engineering Strategic Planning Committee April, 2017 – Date

Member/Secretary Committee to Spearhead KNUST College of

 Engineering Participation in Ghana Upstream Sector Technical, Vocational

 and Apprenticeship Programme (GUSTVAP) May – June, 2017

Secretary Committee to investigate alleged examination malpractice

 against a Third Year BSc. Agriculture Engineering student in the

Department of Agricultural and Biosystems Engineering June – July, 2018

Secretary College of Health Sciences Website Committee Dec – date

Secretary Committee for Orientation of Freshmen, CHS Dec, 2020 – Jan, 2021

Secretary Reconstituted ICT Committee of College of Health Sciences Feb, 2021 – Date

Secretary Committee for College of Health Sciences Undertaking Clinical

Teaching and Service Delivery at KNUST Hospital March – April, 2021

Secretary College of Health Sciences Library Committee May, 2021 – Date

Secretary Committee to Review MOU between KNUST and KATH May – June, 2021

Secretary Committee to Review MPhil/PhD Medical Imaging Programmes July – August, 2021

**COURSE & SEMINAR ATTENDED** **DATE**

Management Business Records April, 2003

**AFFILIATED CLUBS**

Foundation for Future Leaders International (FFLI)

Voluntary Organization Association (VOA)

Global Village Ghana (GVG)

**REFEREES**

Prof. F. K. Forson

Department of Mechanical Engineering

College of Engineering

KNUST

Prof. G. Y. Obeng

Department of Mechanical Engineering

College of Engineering

KNUST

Mr. Kwame Yeboah Jr.

Deputy Registrar

School of Graduate Studies

KNUST