**Sajal Roy, Curriculum Vitae**

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September 16, 2019

[Add name of the Official Here]

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Dear Mr. /Ms. /Mrs. XYZ,

The intention behind writing this letter to you is quite obvious; to be an integral part of your faculty family. After going through the most awaited job opening, I decided to knot some words and come up with an appealing explanation of myself so that I could make it easier for you to select a professionally competent and an insightful lecturer not only for the subject-specific obligations but also for the holistic psychosocial development of your students. After reading this job description thoroughly, I found that following are the main points that you would like to find in the prospective teacher:

General requirements for this position included recruiting a lecturer that maintains and established internationally recognized research on international development and social anthropology. In this fixed three years nine month job, I will be responsible for contributing to the established reputation both in the regular school activities and research. Besides these duties, teaching some additional subjects such as media and international development, human geography, politics and international development and development practice was also required. Moreover, you would also like to recruit teachers with skeptical approach and a research-based objective overview towards sensitive issues and topics within the field such as excellent skills to execute qualitative research using appropriate context specific techniques like ethnography, systematic observation, archival research and detailed structured and semi- structured interviews.

As far as specific requirements of the job position are concerned, the desired lecturer will be responsible for contributing to the research and general teaching outcomes, research- funding bids, attracting external financial remittances from the well- heeled members of the society and concerned authorities at both national and international level, nurturing the students with the core international development modules using effective teaching methodologies at undergraduate and post graduate level, undergoing training sessions in order to foster her professional competence and polish her skills more dexterously, executing advanced planning and preparation for the schedules including teaching and non-teaching periods, preparing examination questions, marking, and providing psychological, emotional and social support to the students so that they could perform even better, ensuring that the course content purely harmonizes with the international standards and undertaking extra- curricular activities hand in hand with the instructional obligations as specified by the school management.

The professional characteristics required for this job position included Philosophy of doctorate (PhD) in anthropology, development studies and relevant social science disciplines, internationally recognized research publication relevant to above mentioned disciplines, and relevant social science disciplines, research expertise in qualitative research method with specialized emphasis on the ethnographic research, consultancy funding commensurate with experience and career stage, experience of teaching under graduate and graduate students to above mentioned disciplines along with proven dissertation supervision experience. Besides this, special circumstances included willingness of the teacher to be the important part of International development so that she could give one third of her time to externally funded research projects, training and consultancy even abroad.

As far as personal characteristic of the desired lecturer are concerned, excellent interpersonal skills fell at the top of the list because they ensure our ability to work with the students and colleagues effectively after developing appropriate self- control abilities and emotional intelligence. A sense of commitment is another top priority because it helps them transforming their self interests and linking it with the goals and objectives of institution. Flexibility both in the personality and in schedule were some other desired characteristics that acted as the prominent hallmark of a desired teacher.

Now that I have explained what I read in the job description, I would hereby relate these “desired” general, personal and professional attributes with my own personality and work-life. I am currently in a way to complete my PhD degree in Global Studies, International Development, Gender and Cultural Studies and Environmental Social Sciences from the Institute of Culture and Society, Western Sydney University with the thesis title of “Extreme weather, livelihoods, and gender relations: the experiences of Indigenous and Muslim Sundarbans forest communities in Bangladesh” which is due for submission on 21 November 2019. I vow to publish this research article with the esteemed collaboration of International Centre for Climate Change and Development.

Other qualifications include Master of Philosophy (MPhil) in Gender and Development Studies, University of Bergen, Norway (2011 – 2013) in Critical Perspectives on Development Processes: From Economic Growth to Human Development, Gender Analysis: Critical Cross-Cultural Approaches, Critical Perspectives on Environment and Development, Research Methodologies and Research Proposal, Master of Social Sciences (MSS) (2009-2010) in Women and Gender Studies, University of Dhaka, Bangladesh and Bachelor of Social Sciences (BSS, Honors) (2006-2009) in Women and Gender Studies, University of Dhaka, Bangladesh.

Besides this, I have received six professional certificates in the relevant disciples from various international universities such as Lund University, Sweden, United Nations Department of Safety and Security, Bangladesh, University of Lausanne, Switzerland and University of Padova, Italy during 2012-2015. I have also experienced writing my personal piece of literature in the concerned field and named this book as *Climate Change Impacts, on Gender Relations in Bangladesh: Socio-environmental struggles of the Shora forest community in the Sundarbans Mangrove Forest* encapsulating seven chapters. It was published by Springer publications in 2018. Likewise, reading is my hobby and after executing a lot of reading, I have written many book reviews such as “*Women and Girls: Vulnerable or Resilient*?” and many others. I also produced a short documentary titled “Livelihood Diversities at Sundarbans Forest” and screening of the film took place at the Department of Development Studies, Lund University, Sweden.

Currently, one of my book proposal, three book chapters and two journal articles are under review. I have received various grants and funding from renowned academic institutions as well. As an ethnographer, I am interested to understand ways in which rural transformation has been occurring across South Asia and Southeast Asia. My principal research interests lie in the field of boarder interdisciplinary studies, specifically transformation of the rural and urban livelihoods in terms of climate change-related extreme weather events (tropical cyclones, floods and draught) and their intersectional consequences in reconfiguring gendered relations and sustainable development processes in South Asia and Sub-Saharan Africa.

My primary teaching philosophy is to inspire my students to develop their own learning interests and critical thinking and establishing a learner-centered environment flipped learning model in the classroom. Moreover, I prepare lesson plans and tutorial notes considering the interconnection between student’s own knowledge, culture, learning abilities, interactive classroom discussion and current debates on the study field. I prefer choosing content and activities that are both significant and challenging for the students so that they might be stimulated to think ‘‘beyond’’ their comfortable zone and feel involved in their own learning process.

Besides professional skills, Positive outlook, excellent decision making skills, appropriate problem solving abilities, emotion and problem focused coping, pro-social insight, openness to experience, internal element of respect for the religious and ethnic minorities and special persons, creativity, intelligence, a predisposed urge to learn more and use time productively and commendable rapport building skills are some building blocks of my personality. Hence, I understand that my personal and professional skills and attributes synchronize best with your job criteria.

Thank you for your precious time and for considering me for this position. I have included my resume and will follow up with an email to see if I can offer any more information. I am looking forward to meeting with you very soon.

Sincerely,

Sajal Roy