

## Summary Curriculum Vitae

**Full Name:** Barbara Ann Victor

### **Educational Background:**

**1974:** Bachelor of Arts (Economics Honours), Stella Maris College, University of Madras, India  
**1994:** Postgraduate Diploma in Rural Management from Indira Gandhi National Open University, New Delhi, India  
**1997:** Master of Business Administration with specialization in Human Resource Management, Indira Gandhi National Open University, New Delhi, India

### **Training:**

**October 1990:** Attended Project Management Training at the Canadian International Development Agency (CIDA), Ottawa, Canada

**Membership:** Member of the Governing Board of the International Centre for Entrepreneurship and Career Development (ICECD), Ahmedabad, Gujarat, India

### **Employment History:**

**Currently - Director – M/s J & B Consultants, New Delhi and Adviser,**  
The International Education and Training Advisory Centre New Delhi, India since October 2002.

**Manager Education Promotion and Administration South Asia, Study Group, Hove, Sussex, UK** (a Company belonging to the Daily Mail and General Trust Group) from August 1998 to September 2002.

Established Study Group's Regional Office for South Asia in New Delhi, India in October 1998. The Regional Office covered Bangladesh, India, Nepal, Pakistan and Sri Lanka. Job responsibilities at Study Group, in addition to setting up the Regional Office, included Overseeing the Office to provide an effective and efficient resource for education Agents, customers and the Company; Build and Maintain a positive image and reputation for the Company among all customer groups in the market; Observe company protocol and work cooperatively with all company personnel in developing the market in line with corporate objectives; **deputise for Regional Manager South Asia during his absence.**

The job profile also included PR and Promotional support i.e. attending exhibitions and missions on behalf of Study Group, as appropriate, Coordinate advertising campaigns where appropriate, produce press releases outlining student success stories for local press and Study Group News, Producing monthly activity and expense reports for submission to the Regional Manger.

### **Co-ordinator (Donor Partnership) – Action Aid, New Delhi from May to October 1996:**

Job responsibilities: building Action Aid's image among the Donor Community Network within India, raising funds from the Donor Community for Action Aid Projects, undertaking familiarization field visits to Action Aid rural programmes, for effective marketing of projects to Donors.

**Short-term Consultancy at Australian High Commission, Education Department, New Delhi from January to May 1996:** To initiate the launch of a marketing strategy for promoting Australia as a destination for education and training.

**Consultant, India - Canada Cooperation Office, Canadian International Development Agency (CIDA), New Delhi from October 1992 to October 1995 :** Independently handled the Gender Equity Fund. Established contact with suitable NGOs for building partnerships, effective disbursement of funds, independently undertaking pre-funding and post-funding field visits, preparation of Project Submission documentation and making presentation for approval of projects, networking with like-minded donor community i.e. Australian High Commission, British High Commission, Danida, Norad, Netherlands, USAID etc., and monitoring of such projects

**Development Officer: Development Cooperation Section, Canadian High Commission from October 1978 until September 1992:** Responsible for the administering CIDA's International NGO Program which included liaising with Canadian NGOs, establishing contact with the Indian NGO community and assisting in the monitoring of projects funded through Canadian NGOs; responsible for the Gender Equity Fund program throughout India and liaising with the Canada Fund Co-ordinator on direct funding available to NGOs.