

Ejvis Gishti (Shehi)

Personal Data **Home Address:** **Rruga “Him Kolli”, Pallati ri “BEGA”, Tirana, Albania**

Date of Birth: 02/03/1975
Place of Birth : Tirana
Personal status: Married
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Education

2021:
PHD, Management Department, Faculty of Economics, University of Tirana.

January 2001-December 2002:
Master in “**Business Trainer and Consultant**”, Tirana-Stuttgart, organized in the framework of Stability Pact, by ILTIS Company, Germany.

October 2000- October 2001:
Certificate for successfully completing the post-university school on “**Finance - Bank Management**” in Faculty of Economy, University of Tirana

▪ **1993-1997**
University of Tirana, Faculty of Economy, Business Administration Branch
Major: Management

1989-1993
“Ismail Qemali” Gymnasium, Tirana

Experience

February 2018- present , “National Vocational Education and Training Agency”, Occupations and Vocational Qualifications Department, Tirana

➤ **General Director of NAVETQ**

Main Responsibilities:

- Coordinates work vertically with structures which depends on and ensures the achievement of timely and quality results, according to planned objectives.
- Coordinates the activity of each directorate dependence on vision, priorities and policies of the institution.

- Answers for setting objectives and tasks of the component directorates, for monitoring their activity and for ensuring coordination between them and With other units of the Ministry.
- Plans and manages the activity of general of the institution related to development of substantive documents in the field of Education and Vocational Training in fulfilling its objectives;
- Identifies policy development needs in the field of VET and recommends to the ministry responsible for addressing these needs in the field of VET;
- Coordinates and participates in working groups in the process of implementing policies for the Albanian framework of qualifications and quality assurance in VET;
- Plans and coordinates the work for human resources management.
- Ensures the planning and realization of financial and budgetary activity of institution, with high efficiency and in compliance with programs, projects e planned and with the legislation in force;

March 2007 – February 2018, “National Vocational Education and Training Agency”, Occupations and Vocational Qualifications Department, Tirana

➤ **Head of the Department**

Main Responsibilities:

- Improving legal framework on occupations and vocational qualification;
- Conducting VET market surveys;
- Designing national list of occupations;
- Coordination of activities in order to make different occupational and job analysis;
- Conducting workshops on job analysis;
- Conducting Feedback procedures in order to revise the list of occupation and occupational descriptions;
- Developing and revising the national list of vocational qualifications
- Developing national vocational qualification framework;
- Developing and updating vocational qualification descriptions;
- Collaboration with different stakeholders evolved in occupations and vocational qualification field;
- Taking part in different surveys on labour market and training needs analysis;

January 2003 – February 2007, Tirana “National Employment Service” , Vocational Training Department, Curriculum Development Division

➤ **Specialist**

Main Responsibilities:

- Completing and improving legal framework on curriculum development;
- Conducting surveys for identifying vocational training needs;
- Conducting job analysis workshops;

- Curriculum development in central level for different occupations required by labour market (coordination and facilitation);
- Curriculum development in vocational training center level (coordination and facilitation);
- Collaborating with different actors evolved in curriculum development process;
- Monitoring of curriculum implementations in vocational training centers;
- Taking part in different surveys on labour market;
- Coaching of instructors/teachers in vocational centers/schools;
- Developing assessment procedures based on occupational profile.

1998-2003, “National Employment Service” Tirana, Vocational Training Department, Vocational Training through Private Institutions Division

➤ **Specialist**

Main Responsibilities:

- Developing the legal framework due to the vocational training system needs and EU standards;
- Improving licensing procedures for private vocational training providers;
- Cooperating with NGO-s and private enterprises working in vocational training field
- Carrying out different surveys on labor market;
- Carrying out the procedures for licensing NGO-s and private enterprises, which deliver vocational training courses;
- Monitoring the training process delivered in NGO-s and private enterprises ;
- Providing feedback on trends, problems and opportunities of the private sector development in vocational training field;
- Developing and implementing national strategy on vocational training issues.

2003-present Faculty of Economy, University of Tirana

➤ **Pedagogue in Human Resource Management Section, Management Department**

Main Responsibilities:

- Organizing learning process using different instruments and methods
- Collaboration in organizing the final examination
- Taking part in different projects within the Economic Faculty

2002-2003 Faculty of Economy, University of Tirana

➤ **Pedagogue in Business Management Section, Management Department**

Main Responsibilities:

- Organizing learning process using different instruments and methods
- Collaboration in organizing the final examination
- Taking part in different projects within the Economic Faculty

2012-present University of Sports

➤ **Pedagogue in Economics Module, Management Department**

Main Responsibilities:

- Organizing learning process using different instruments and methods
- Collaboration in organizing the final examination
- Conducting examinations

1997-1998 Independent Forum for the Albanian Woman (NGO) Tirana

➤ **Financial officer**

Main responsibilities:

- Managing financial activity of the organization
- Compiling financial documents and financial plans
- Monitoring different projects (national and international) implemented in this Forum

June 24-25, 2009

Advanced training on E-moderation, in the University for Teacher Training (ZUG), Lucerne, Switzerland.

**Training
Experience**

May-September 2002:

Certificate for successfully completion of the training on didactic and projecting in vocational training

May 14, 2001:

Certificate for successfully completing all the criteria required to be a **DACUM Intern** given by Training Institute for Technical Instruction managed by Swisscontact Foundation in Nepal.

February 12 – March 02, 2001:

Certificate for successfully completing the “**Occupational Analysis-DACUM Theory Training**”, Training Institute for Technical Instruction managed by Swisscontact Foundation in Nepal.

October 4 - 14, 1999:

Certificate for participation in an International Programme in “**Developing a Framework for a National Skills System Standard**”, ILO in Turin.

May 3 - May 28, 1999:

Certificate for a successful completion of an International Training Programme in “**Management of Technical and Vocational Education and Training and Labour Market**”, SWEDEC INTERNATIONAL AB in Sweden;

Other Activities

⌘ *March-May 2013*

- *Local Expert for Qualification development*, “Vocational Education in Northeastern Albania”, part of Vocational Education and Training Program, Albania
⌘ *2011- 2013*
- *Coach for Economic VE school principals on management practices*, ALBIZ, KulturKontakt.
- *Coach for Teacher of economic school in developing school curricula*, ALBIZ, KulturKontakt..
⌘ *April 2009 - April 2010*
- *Moderator of the Forum on Lifelong Learning*, in the Agency of Education Reform Initiative of South Eastern Europe (ERISEE), Zagreb, Croatia
⌘ *April-June 2009*
- *Coordinator of the “Capacity Building in Vocational Qualification Development” project*, AlbVET Programme, Swisscontact
- Member of task force for developing Albanian Qualification Framework, in the “Reform in VET System” Project, CARDS VET 2004 (2006-2007).
- Member of Working Group “Mobile Training”, ISDO Project, Swisscontact, 2006.
- Member of “Output Financing Mechanisms” working group, ISDO Project, Swisscontact, 2006.
- Member of “Coaching group for instructors and teachers in vocational schools and centers” in the “Reform in VET System” Project, CARDS VET 2002 (2005).
- Member of “Assessment procedure in VET” working group in the “Reform in VET System” Project, CARDS VET 2002 (2005).
- Member of “How to establish a NQF in Albania” working group, in the “Reform in VET System” Project, CARDS VET 2002 (2005).
- The principal facilitator in developing frame curriculum and curriculum in school/center level in the “Reform in VET System” Project, CARDS VET 2002 (2005).
- Member of a common group of MOE and MOLSA for drafting the National VET Strategy in Albania (2005-2006)
- Member of a common group of MOE and MOLSA for drafting the whole legal framework in implementing VET Law (2003)
- Member of the working group for the “Review and Evaluation of the distribution schemes of economic aid in Albania”, World Bank (2000)

Publications

- Comparative analysis of existing Albanian primary school curriculum, May 2011
- Co-author of “National Classification of Occupations”, 2010
- Co-author of “Methodological guideline for working groups in developing vocational qualifications descriptions” (2009)
- Co-author of informative brochure of the Occupations and Vocational Qualifications Department, 2009-2010
- Co-author of teachers’ Guideline on career education, 2009
- Co-author of the handbook for Teachers’ Qualification Policies in Albania, 2009
- Co-author of National Strategy on Employment and Vocational Training in Albania (2002-2003);

Articles

- “Potential changes in legal framework to support VET reform”, VET Bulletin, 2007
- “VET reform in the framework of CARDS Program”, VET Bulletin, 2005

- “Financing of Vocational training”, VET Bulletin, 2003.
- “The situation of vocational training in Albania”, Buletini i AFP-së, 2002

Additional Skills

- Computing skills: Excellent knowledge of Windows Program, Microsoft Word, and Microsoft Excel, Microsoft Access, Microsoft PowerPoint Programs, etc. Familiar with Internet and E-mail.

Language Skills

(Scores 1, 2, 3, 4, 5)

Language	Reading	Speaking	Writing
English	1	1	1
Italian	1	1	2
Native Language	1	1	1

Ejvis Gishti (Shehi)