# CURRICULUM VITAE:
# NICHOLAS TAYLOR, Ph.D



**Head of Organisation & Strategy, GNAT Headquarters | Human Resource & Industrial Relations Practitioner**


Accra, Ghana | +233 243 003 75 / +233 208 578 605

kojotalor2013@gmail.com / nicholas.taylor@ghanateachers.com


## BIO DATA

| | | |
|---|---|---|
| Name | : | Nicholas Taylor |
| Date of Birth | : | 12th June, 1978. |
| Nationality | : | Ghanaian by Birth. |
| Marital Status | : | Married (Mrs Florence Taylor) |
| Number of Children | : | Three |
| Home Town | : | Komenda-Duakyimase, Central Region. |
| Address | : | GNAT Headquarters<br>P. O. Box 209, Accra. |
| House Number | : | SE 36/12, Pipe Tank (St. Germain Road),<br>Agona Swedru. |
| GPRS Address | : | CP-0797-8213 |
| Languages Spoken | : | English, Twi, Fanti. |
| Hobbies | : | Reading, Writing, Using Social Media, Listening to news, Driving, Singing, Playing Soccer & Volleyball, Public Speaking |

## PROFESSIONAL SUMMARY

Results-driven, self-motivated, and visionary Human Resource, Industrial Relations, and Business Management executive with over two decades of progressive leadership experience in strategic planning, organizational transformation, and stakeholder mobilization. Proven track record of providing high-level technical direction, policy formulation, and labor negotiation within the pre-tertiary education sector. Skilled in driving institutional growth, optimizing staff performance, and fostering harmonious industrial relations. Holds a Ph.D. in Human Capital & Labor Relations and multiple professional executive certifications, combining rigorous academic research with practical administrative expertise.

## CORE COMPETENCIES & EXPERTISE

1. **Strategic Management & Leadership:** Policy Formulation, Organizational Development, Succession Planning
2. **Industrial & Labor Relations:** Dispute Resolution, Collective Bargaining, Labor Law Application, ADR
3. **Human Resource Management:** Talent Acquisition, Performance Appraisal, Capacity Building, Staff Welfare
4. **Operations & Financial Oversight:** Budgeting, Expenditure Control, Transport Management, Project Coordination
5. **Interpersonal Skills:** Public Speaking, Negotiation, Lobbying, Cross-Functional Team Leadership.

## EDUCATION & ACADEMIC CREDENTIALS

1. **Ph.D. in Human Capital & Labor Relations** | Philippine Christian University *(2022 – 2025)*
2. **Professional Executive Master in Industrial and Labour Relations Practice** | Institute of Paralegal Training and Leadership Studies (IPLS) *(2024 – 2025)*
3. **Master of Science (M.Sc.) in Law & Corporate Administration** | Regent University College of Science and Technology *(2022 – 2023)*
4. **Master of Education (Administration & Management of Higher Education)** | University of Education, Winneba *(2010 – 2011)*
5. **Bachelor of Education (First Class Honors)** | University of Education, Winneba *(2006 – 2008)*
6. **Advanced Certificate in International Law, Diplomacy and Security** | University of Gold Coast, Accra *(2025)*
7. **Professional Executive Master of ADR** | IPLS *(2023 – 2024)*
8. **Chartered Public Administrator / Fellow** | International Certification Centre / Global Academy of Finance and Management *(2025)*
9. **Executive Master in Human Resource and Leadership** | Professional H.R. Centre *(2020 – 2021)*
10. **Diploma in Industrial Relations** | International Professional Managers Association, IPMA-UK *(2020 – 2021)*
11. **Executive Diploma in Disaster Management** | La Plage Meta Verse, Nigeria *(2023)*

12. **Teachers' Certificate 'A' (3-Year Post Secondary)** | Komenda Training College *(1997 – 2000)*

## PROFESSIONAL EXPERIENCE

## GNAT HEADQUARTERS (Accra, Ghana)

**1. Head of Organisation and Strategy Department** | *2022 – Present*

- Provide leadership, direction, and coordination for the development, implementation, monitoring, and evaluation of strategic plans and membership mobilization programs across Regional, District, and Local branches.

- Oversee the execution of professional and trade union training programs for political leaders at all organizational tiers.
- Review and verify termly operational reports, coordinate Delegates' Conferences, and manage high-level political meetings at the national level.
- Lead welfare service delivery focusing on the economic and social well-being of members.

**2. Ag. Transport Officer** | *2021 – 2023*

- Managed technical, administrative, and operational functions of the Service's transport division.
- Maintained Transport Management Information Systems, handled official vehicle incidents, and prepared annual budgets, work plans, and performance reports.

**3. Administration and Human Resource Officer** | *2020 – 2022*

- Supervised the execution of HRMD policies regarding employment, personnel management, wages, and salaries.
- Facilitated recruitment processes, maintained staff records, ensured compliance with standard operating procedures, and drove staff development initiatives.

## WESTERN REGIONAL GNAT SECRETARIAT

**Regional GNAT Secretary (Western Region)** | *2019 – 2020*

- Directed the implementation of regional policies, member recruitment, and retention strategies.
- Managed regional and district financial budgets, enforced expenditure control, and provided expert employment and labor relations advice to members.

## CENTRAL REGIONAL GNAT SECRETARIAT

**Assistant Regional GNAT Secretary (Central Region)** | *2016 – 2019*

- Supervised support services including HR, general services, security, janitorial, and hostel/conference facility management.
- Handled the recruitment process for support staff, coordinated staff inductions, and oversaw performance management and disciplinary procedures.

## GOMOA DISTRICT GNAT SECRETARIAT

**District GNAT Secretary** | *2010 – 2016*

- Managed overall district and local branch performance, member mobilization strategies, and professional education initiatives.
- Processed member loan applications and provided technical secretarial services to district political organs and financial management systems.

## EDUCATIONAL ADMINISTRATION & MANAGEMENT

- **Headmaster**, Kwanyako Methodist Basic School *(2008 – 2010)*
- **Assistant Headteacher**, Swedru Ahmadiyya JHS *(2006 – 2008)*
- **Science / Mathematics Teacher**, Breman Bedum Ahmadiyya JHS *(2000 – 2006)*

# OTHER WORK EXPERIENCE

| | INSTITUTION | POSITION | YEAR |
|---|---|---|---|
| 1. | Diocesan Lay Chairman - Winneba Diocese | Methodist Church Ghana | 2016 - 2019 |
| 2. | The Christian Sentinel, Methodist Church, Ghana | Board Chairman | 2002- Date |
| 3. | Komenco Old Students Association (KOSA) | National Secretary | 2021 - 2026 |
| 4. | Ghana National Association of Teachers | Regional Basic Sch. Rep. | 2009-2010 |
| 5. | Ghana National Association of Teachers | Local Secretary | 2004-2009 |
| 6. | Partnership For Community Transformation (PACT) | Field Officer | 2004-2007 |
| 7. | Polling Assistant | Electoral Commission - Ghana | 2000 |
| 8. | Community Facilitator | Ghana Aids Commission | 2005 |
| 9. | Presiding Officer | Electoral Commission - Ghana | 2008 & 2012 |
| 10. | Field Officer | Partnership for Community Transformation | 2004-2007 |
| 11. | Regional Basic School Rep. | GNAT-Central Region | 2009-2010 |
| 12. | Local GNAT Secretary | Swedru-Agona Municipal | 2006-2009 |
| 13. | Local GNAT Secretary | GNAT - Breman Asikuma-A.O.B. District | 2003-2006 |
| 14. | Director Of Studies (D.O.S.) | Komenda Training College | 1999-2000 |
| 15. | Caretaker | Breman Bedum Methodist Church | 2004-2005 |
| 16. | Society Steward | Zion Methodist Church-Kwesi Kwaa | 1992-2001 |

## SELECTED PUBLICATIONS & PAPER PRESENTATIONS

1. *The Effect of Labour Regulations on Productivity in the Pre-Tertiary Education Sector of Ghana: A Case Study of Selected Districts in the Central Region* (2023)
2. *The Impact of Human Resource Policies on Organizational Productivity in the Ghana Education Service (GES): Role of Organizational Culture* (2025)
3. *Labour Regulations, Job Productivity and Job Satisfaction in the Pre-Tertiary Education Sector of Ghana* (2025)
4. *Work Output Towards Policy Framework for Increased Performance of the Pre-Tertiary Education Managers in Ghana* (2025)
5. *Effective Succession Planning and Organisational Development: The Case of the Ghana Education Service* (2023)
6. International Conference Paper Presenter across Singapore (2025), Ghana (2024), and Dubai (2023).

# INTERNATIONAL CONFERENCES

1. Conference Paper Presenter, International Education Conference, AEIMJRPC - Singapore, 18th - 20th October 2025
2. Conference Paper Presenter, International Education Conference, AEIMJRPC - Ghana, 10th - 14th October 2024
3. Africa Federation of Teaching Regulatory Authorities (AFTRA), Zambia 6th -11th May, 2024
4. Conference Paper Presenter, International Education Conference, AEIMJRPC - DUBAI, 13th - 17th October, 2023
5. Africa Federation of Teaching Regulatory Authorities (AFTRA), Ghana - 29th May-2nd June, 2022
6. The Methodist Church Ghana- Benin Methodist Conf. Official Head Office Delegation in 2019
7. Education International - Abidjan, Ivory Coast Gender Sensitization Workshop in 2015
8. School of Discipleship – Embu, Kenya Discipleship & Leadership Training in 2012

# PROFESSIONAL AFFILIATIONS & LEADERSHIP

- **Member**, International Professional Managers Association (IPMA, UK)
- **Member**, Ghana National Association of Teachers (GNAT)
- **Member**, Ghana National Association of ADR Practitioners (GNAAP)
- **Member / Fellow**, Chartered Public Administrators & Global Academy of Finance and Management
- **National Secretary**, Komenco Old Students Association (KOSA) *(2021 – 2026)*
- **Board Chairman**, The Christian Sentinel, Methodist Church, Ghana *(2002 – Present)*

## HONORS & AWARDS

- **Governor's Award**, IPLS *(2025)*
- **Outstanding Presenter**, International Education Conference, Dubai *(2023)*
- **Best District GNAT Secretary**, GNAT - CML Ltd *(2015)*
- **Best Science Teacher Award Winner**, Agona Municipal *(2009)*

## CONTINUOUS PROFESSIONAL DEVELOPMENT COURSES AND WORKSHOPS

| | INSTITUTION | COURSE | YEAR |
|---|---|---|---|
| 1. | Kaizen Institute for Labour Economics | Salary Negotiations in the era of Macroeconomic stability | 2026 |
| 2. | Kaizen Institute for Labour Economics | Proactive Industrial Relations | 2026 |
| 3. | Centre For Health & Social Policy Research /AE | International Graduate Students Research Interdisciplinary Training (GRIT) | 2022 |
| 4. | Professional H.R. Centre | Executive Master In Labour Law And Application | 2021 |
| 5. | Africa University College of Communications | Executive Certificate In Pensions Management | 2020 |
| 6. | School Of Discipleship, Embu, Kenya | Certificate In Discipleship & Leadership | 2012 |
| 7. | The Methodist Church Ghana | Accredited Local Preachers Examinations Part I & II | 2004 |
| 8. | International Education And Exchange Services | Effective Communication Skills & Management | 2004 |
| 9. | The Methodist Church Ghana | Accredited Local Preachers Examinations Part I & II | 2004 |
| 10. | Canadian Teachers' Federation, CTF/GNAT In-Service Project | Science Workshop | 2005 |
| 11. | Mathematical Association of Ghana (M.A.G) | Mathematics Workshop / Conference | 2005 |
| 12. | Ghana AIDS Commission | HIV/AIDS Workshop for Teachers & Facilitators | 2005 |
| 13. | Social Enterprises Development (SEND) Foundation | Capacity Building on Monitoring Evaluation, Advocacy & Lobbying Skills | 2006 |
| 14. | Trends In International Mathematics & Science Study (TIMSS) | Mathematics & Science Teachers In-Service Course | 2006 |
| 15. | Canadian Teachers' Federation, CTF/GNAT In-Service Project | Mathematics Workshop | 2008 |
| 16. | Ghana Association of Science Teachers (GAST) | Science Conference / Seminar | 2009 |

17. Ghana National Association of Teachers Workshop for Elected Officers 2009
18. Ghana National Assoc. of Teachers Workshop for Regional Council Members 2010
19. University of Ghana- Legon Annual New Year School 2011- 2026
20. Education International, Abidjan, Ivory Coast Gender Sensitization Workshop 2015
21. University of Ghana, Business School Effective Leadership In Administration 2019
22. University of Cape Coast Administrative And Public Financial Mgt. 2019
23. University of Ghana / ISSER Executive Leadership in Monitoring and Evaluation - 2021

# REFEREES

RT. REV PAA SOLOMON GRANT- ESSILFIE

PAST BISHOP, METHODIST CHURCH GHANA

WINNEBA DIOCESE

P. O. BOX KU 49

WINNEBA

kwesiackon54@gmail.com

**0244676038**

PROF. AKWASI ASABERE - AMEYAW

FORMER VICE CHANCELLOR

METHODIST UNIVERSITY GHANA,

P. O. BOX DC 940

DANSOMAN, ACCRA

akwasiasabereameyaw@ymail.com

**0244314781**