

TATWEBWA SOLOMON

Learning & Development Specialist | HR & Performance Management | LMS & HRIS Systems

Middle East / Africa | Uganda | Open to MENA-based or hybrid roles.

Contact: +256 783 626 265 | Email: tatwebwasolomon@gmail.com

PROFESSIONAL PROFILE

Learning and Development professional with 9+ years of experience in education systems, staff development, performance management, and digital learning environments. Currently pursuing an MA in Computing in Education, with extensive hands-on responsibility for LMS implementation, staff training, performance monitoring, and professional development cycles in an international Christian school context. Proven ability to coordinate learning initiatives, facilitate workshops, support managers, manage learning data, and embed a culture of continuous growth. ACSI-certified in Biblical Integration and committed to Christ-centered education and discipleship. A committed Christian with a heart for serving Christ, the Church and faith-based organizations across cultures.

CORE COMPETENCIES

- Learning & Development Program Design and Coordination
- Performance Management & Personal Development Planning (PMPD)
- Learning Management Systems (LMS) Implementation & Administration
- HRIS Data Management & Learning Records Tracking
- Staff Training, Workshops & Team-Building Facilitation
- Manager & Staff Coaching on Development Plans
- Employee Engagement & Feedback Processes
- Cross-Cultural Communication & Stakeholder Collaboration
- Training Needs Analysis & Learning Resource Identification
- Reporting, Documentation & Continuous Improvement

PROFESSIONAL EXPERIENCE

Deputy Head Teacher - Academic Leadership & Staff Development

The Amazima School, Uganda | Jan 2025 - Present

- Support professional growth of teaching and administrative staff through structured coaching, classroom observations, feedback cycles, and follow-up development plans.
- Coordinate performance review processes, ensuring alignment between staff goals, development plans, and institutional priorities.
- Guide and train staff on academic procedures, expectations, and continuous improvement practices.
- Collaborate with senior leadership to plan and schedule professional development sessions and learning activities.
- Oversee documentation and reporting related to staff performance, learning outcomes, and improvement actions.

Learning Management System (LMS) & Student Information System Lead

The Amazima School, Uganda | 2019 - Present

- Lead the planning, implementation, testing, and day-to-day management of the school LMS and SIS.
- Design and deliver staff training sessions on digital learning tools, assessment tracking, reporting, and communication workflows.
- Ensure learning content and systems are accessible, user-friendly, and culturally appropriate.
- Maintain accurate and up-to-date learning records, certifications, and development documentation.
- Support reporting and analysis of learning participation and performance data to inform leadership decisions.

Director of Studies - Academic Programs & Staff Coordination

The Amazima School, Uganda | 2021 - 2024

- Coordinated school-wide academic planning, timetabling, examinations, and reporting systems.
- Supported teacher development and instructional improvement through coaching, mentoring, and structured academic reviews.
- Facilitated staff collaboration meetings focused on learning quality, student progress, and professional growth.
- Supported inclusive education practices through coordination with specialists and targeted staff support.

Head of Science Department - Team Leadership & Professional Learning

The Amazima School, Uganda | Nov 2018 - 2021

- Led departmental planning, goal-setting, and teacher performance support.
- Organized departmental professional learning meetings and peer support sessions.
- Mentored teachers in instructional delivery, assessment practices, and classroom management.

Science Teacher (Biology & Chemistry) - The Amazima School, Uganda (2017 - 2019)

- Delivered Biology and Chemistry lessons, assessed learners, and supported academic growth through remediation and feedback.

EDUCATION

Master of Arts in Computing in Education (In Progress)

American University of Beirut (AUB) | 2025 - Present.

Focus: Learning Management Systems, digital learning design, HR/education data systems, ICT integration, basic programming (Python, HTML, CSS, Java).

Bachelor of Science with Education (Biology & Chemistry)

Uganda Martyrs University | 2014 - 2017

CERTIFICATIONS & PROFESSIONAL TRAINING

- Biblical Integration Trainer - **ACSI Certified**
- Trust-Based Relational Intervention (TBRI) - Certified
- Registered Teacher - Ministry of Education and Sports (Uganda)
- Basketball Coaching Certification - FUBA

CHRISTIAN MINISTRY & COMMUNITY ENGAGEMENT

- **Teen Discipleship & Youth Mentorship (10+ years):** Providing spiritual guidance, counseling support, and Christian worldview formation.
- Active involvement in faith-based education and staff spiritual formation initiatives.

LANGUAGES

English (Fluent) | Luganda (Fluent) | Runyoro | Rutooro (Fluent) | Swahili (Conversational) | Arabic (Learning)

AVAILABILITY

- Willing to travel internationally throughout the year
- Open to MENA-based, hybrid, or international NGO roles

REFERENCES

Available upon request (including professional and church references)