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Personal and Professional Development Plan

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Executive SummaryI am Saung Thet Zune Soe. I am attending MBA at Myanmar Imperial College and performing as a general manager at La Yeik Wah General Co.ltd. In my MBA program, I have studied personal and professional development subject and that subject gives me abundant of knowledge about how to align and develop myself with my personal and professional objectives. So after accomplishing that subject, I have decided to conduct my personal and professional development plan. Company ProfileLa Yeik Wah General Co.ltd was founded in 2004 by the founder U Win Nay Soe and Daw Cheery. It was started with small family business like agriculture and landscaping. It has its agriculture branches in Taunggyi. Then it was developed into mining company in 2010.

It has some gold mine in Shwe Kyin and other mineral mines like gypsum in Mout Mal, Shan state and Granite mine in Tha Tone, Kayin State. In 2012, it exported minerals like gypsum and granite to the Korea. In 2013, it co-operated with Hanbaek International Trade Company from Korea and started doing export, import and entertainment. It exports; sweet potato starch and other agriculture raw products to Korea and import back healthy juice and herbal medicine, cosmetic, cigarette and juywi cookie from Korea. It is now develop into a large company form the small business company. There are various department under La Yeik Wah, they are

Marketing Department Operation Department Finance and accounting Department Human resource Department Research and Development Vision Our vision is to become one of the successful business operations in the country.

Mission Our mission is to provide the best service and product to the customers with reasonable price.

Objectives To get 10% profit within a year. To be the very successful entertainment company in the end of 2014. To penetrate the local market in a year with entertainment sector. As a general manager and a key member of the company management level, I am responsible for managing the whole organization's operation and direction. I need to make sure that company goals are met in a timely manner with effectively and efficiently managing personnel and resources. Together with role of General Manager, my duties include managing overall operation of various departments with direct dealing with the department head, motivating and coaching team leader with frequent one-on-one focused discussion, reviewing financial statement and reports to measure productivity and margins and profits of the business with determining areas of cost reduction and cost improvement. Underneath is the job description of general manager of La Yeik Wah General Co.ltd. Job Description of General ManagerJob Title: General Manager Report to: Managing Director

Location: Yangon

Job Purpose: Obtains profit contribution by managing staffs; establishing and accomplishing business objectives Min roles and responsibilities Increases management effectiveness by recruiting, selecting, orienting, training, coaching, counseling and disciplining managers; communicating values, strategies and objectives; assigning accountabilities, planning, monitoring and appraising job results; developing incentives; developing a climate for offering information or opinions; providing educational opportunities. Board of directors, including arranging meetings and agendas, attending and minting meetings. Provide recommendation regarding...

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Working One-to-One with Students Gina Wisker, Kate Exley, Maria Antoniou, Pauline Ridley, 2013-04-11 Working One to One with Students is written for Higher Education academics adjuncts teaching assistants and research students who are looking for guidance inside and outside the classroom This book is a jargon free practical guide to improving one to one teaching covering a wide range of teaching contexts including mentoring students and staff supervising dissertations and how to approach informal meetings outside of lectures Written in an engaging accessible style and grounded in experience this book offers a combination of practical advice backed by relevant learning theory Featuring a wealth of case studies and useful resources the book covers areas including Supporting students Encouraging independent learning Mentoring coaching and personal tutoring Developing peer groups and buddying programs Dealing with diversity difficult students and ethical

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Christopher Butcher, Clara Davies, Melissa Highton, 2019-09-25 Bridging the gap between theory and practice this fully updated new edition of Designing Learning offers accessible guidance to help those new to teaching in higher education to design and develop a course With new considerations to the higher education context this book uses current educational research to support staff in their endeavour to design and develop modules and degree courses of the highest quality Offering guidance on every stage from planning to preparing materials and resources with a focus on the promotion of learning this book considers Course design models and shapes and their impact on learning How the external influences of learning and teaching are translated by different institutions. How to match the content of a course to its outcomes. Frameworks to enable communication between staff and students about expectations and standards Taking into account the diverse student population when designing a course. The place of Virtual Learning Environment VLE communication tools and systems for monitoring students engagement. The importance of linking all aspects of the taught curriculum and wider co extra curricular activities to support learning Ways to evaluate and enhance a course and to develop oneself as a teaching professional in HE Providing advice illustrative examples and case studies Designing Learning is a comprehensive guide to designing a high quality course.

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