



DEMOCRATIC REPUBLIC OF TIMOR LESTE
MINISTRY OF AGRICULTURE AND FISHERIES
Seeds of Life - PO Box 221, Dili Timor-Leste



Seeds of Life
Fini ba Moris

‘Improved food security through increased productivity of major food crops’

PRIVATE AND CONFIDENTIAL

SUB-CONSULTANCY AGREEMENT

12 August, 2013

Bernadetha Mitakda
F/117-E Bukit Hijau
Malang 65144
Indonesia
Email: dethamitakda@yahoo.com

AGREEMENT

Seeds of Life (SoL), agrees to employ Bernadetha Mitakda (hereinafter referred to as the ‘Statistics Trainer’).

RESPONSIBLE TO: SoL Australian Team Leader (ATL) and Office Manager

By signing this contract, the Statistics Trainer undertakes to make every reasonable effort to complete the Terms of Reference below.

TERMS OF REFERENCE/EXPECTED OUTPUTS AND DELIVERABLES:

- The Statistics Trainer will teach statistics at the Intermediate to Advanced level. The topics must cover interpretation and presentation of research results.
- Preparation of lesson plans, exercises, pre-tests and post-tests, assigning and correcting homework and keeping attendance sheets.
- The Statistics Trainer will give periodic tests throughout the duration of the course and provide results to SoL.
- The Statistics Trainer will submit attendance sheets to the Office Manager for classes taught.
- The Statistics Trainer will submit a report to SoL reporting on how training and students are progressing, areas for improvement, areas of concerns and any recommendations she may have.

LOCATION: Based in Dili

EMPLOYMENT DATES

The services of the Statistics Trainer will start on 12th August, 2013 and end on 23rd August 2013. The tentative schedule for training is as follows:

- a) August 12-16, Statistics Training MAF Research & SOSEK staff
- b) August 19 - 23, Statistics Training MAF-SOL Researchers