

# **Academic Staff Profile Update Template**

## **1. Basic Information**

1.1 Full Name : Ms Sanduni Siripala

1.2 Current Position : Visiting Lecturer

1.3 Faculty / Department :  
Faculty of Education

1.4 Institutional Affiliation : Lyceum Campus

1.5 Professional Memberships : CIMA, Cambridge Examiner

1.6 Contact Information (Email / Office Phone) :  
[siripala.sanduni@gmail.com](mailto:siripala.sanduni@gmail.com) / 0778880400

1.7 Biography (Narrative Profile)

Sanduni is a postgraduate-qualified academic and professional educator with over ten years of experience in teaching, lecturing, academic administration, and industry engagement. She holds a Master of Business Administration from Edinburgh Business School, Heriot-Watt University, United Kingdom, which has strengthened her expertise in management, strategic communication, and professional practice.

Her academic journey began with a Bachelor of Business Administration, double majoring in Marketing and Management, from Edith Cowan University, Australia, Faculty of Business and Management. To further enhance her pedagogical expertise, she is currently reading for a Postgraduate Diploma in Education at the University of Colombo, equipping her with a strong theoretical and practical foundation in education.

Sanduni possesses internationally recognised professional teaching qualifications, including the Certificate in English Language Teaching to Adults (CELTA) from Cambridge English, University of Cambridge, along with the Teacher Knowledge Test (TKT), TKT (Young Learners), and TKT (CLIL). She has also completed a Certificate-level course in Special Needs Education at the Foundation Institute of Sri Lanka and the NILE (UK) course on Teaching English in Pre-Primary Education, reflecting her commitment to inclusive education and early childhood language

teaching. In addition, she has pursued professional studies with the Chartered Institute of Management Accountants (CIMA), United Kingdom.

She currently serves as a Freelance Teacher of English at Lyceum Campus, Nugegoda, and at the British Council, Colombo. A significant phase of her academic career was spent at Edith Cowan University Sri Lanka (2014–February 2024), where she served as a Lecturer in both the English and Business Departments, delivering programmes including IELTS, OET, PTE, TKT, General English, Academic and Professional Communication, Workplace Communication, and HND modules. She also held administrative roles as Assistant Manager of the English Department and Centre Exams Manager for Cambridge Examinations.

Her professional profile is further strengthened by international experience, including roles at Scope Global, Australia, ETON Institute, Dubai, and Chiswick Support Centre, United Kingdom. Her research interests include English for Academic and Professional Purposes, employability skills development, assessment practices, inclusive education, and innovative pedagogical approaches in higher education.

## **2. Academic and Professional Qualifications**

### **2.1 Academic Qualifications**

- Master of Business Administration (2013)

University Attended: Heriott watt University, UK – Edinburgh Business School

- Bachelor of Business Administration (Double Major, Marketing and Management) (2010)

University Attended: Edith Cowan University, Australia - Faculty of Business and Management

### **2.2 Professional Qualifications**

- Postgraduate Diploma in Education - Reading

University: University of Colombo

- NILE - Teaching English in Pre-Primary Education  
Institute: NILE Online
- Certificate in Special Needs Education  
Institute: Foundation Institute, Sri Lanka
- Certificate of English Language Teaching to Adults (CELTA)  
Cambridge: University of Cambridge, Cambridge English
- Teacher Knowledge Test (TKT)/ TKT (YL)/ TKT (CLIL)  
University of Cambridge, Cambridge English
- Chartered Institute for Management Accountants(CIMA)  
Institute of Chartered Management Account, UK

### **3. Publications and Awards**

Action Research for the British Council: The Impact of Reflective Learning Journals on Adult ESL Learners (2024)

### **4. Teaching Portfolio**

#### 4.1 Subjects Taught

##### Diploma Level

English for Communication

Interpersonal Skills

Methodology of Teaching English Language

TKT

##### HND programs

Management of Human Resources, Accounting Principles, Organizational Behavior Management, Economics, Academic English

## Foundation Level

Communication Skills I ( Academic), Workplace Communication II (Employability).  
Academic English, English Language Enhancement

## Degree first Year

Professional and Academic Communication,  
Business Communication and Analysis, Business Identity and  
Protocols, Storytelling and Meaning, Foundations of Business

## Professional

IELTS, OET, PTE, TKT, General English Programs (Students and  
Cooperate clients)

Lecturer (Business Department)

### 4.2 Teaching Expertise

Business modules and English modules (Teaching adults, Young Learners and Corporate clients)

### 4.3 Teaching Philosophy

My teaching philosophy is founded on the principles of learner-centred, inclusive, and outcome-oriented education. With over ten years of experience in higher education, English language teaching, and professional communication, I aim to create engaging learning environments that support academic development while equipping students with practical skills relevant to academic and professional contexts.

I primarily adopt a communicative and task-based approach, particularly in English for Academic and Professional Purposes. My teaching integrates language skills with critical thinking, collaboration, and real-world application. Having delivered programmes such as IELTS, OET, PTE, TKT, General English, Academic English, Business Communication, and Workplace Communication, I focus on clear learning outcomes and continuous formative assessment to support learner progress.

Inclusivity is central to my teaching practice. My training in Special Needs Education and Teaching English in Pre-Primary Education enables me to differentiate instruction and address diverse learner needs across age groups and proficiency levels. I strive to create supportive, respectful classrooms that promote learner confidence and active participation.

My teaching is further informed by my administrative and industry experience, allowing me to align academic content with institutional standards and workplace expectations. I value reflective practice and continuous professional development, regularly reviewing my teaching strategies to enhance engagement and learning outcomes, with the ultimate goal of fostering independent, confident, and lifelong learners.

#### 4.4 Curriculum Development Contributions

- General English programs at ACBT and customized training programs for clients

#### 4.5 Dissertation / Research Supervision

N/A

### **5. Research Profile**

5.1 Research Interests

5.2 Ongoing Research Projects

5.3 Completed Research Projects

5.4 Research Supervision

## **6. Industry Engagement & Consultancy**

6.1 Consultancy Roles – Marketing and Communications

6.2 Advisory Positions – Youth Entrepreneurial Club –Lyceum Campus

6.3 Corporate Training / Workshops – Training sessions done from Lyceum Campus school and outdoor workshops for to schools

6.4 External Examiner / Reviewer Roles

## **7. Administrative Roles & Leadership**

7.1 Positions Held – Centre Exams Manager, Assistant Manager English Departments, Project Manager – USAID (short-term projects)

7.2 Committee Memberships – Early Childhood Association

7.3 Conference / Event Leadership – many events held at ACBT/ ECU – launching OET in Sri Lanka, Launching PTE in Sri Lanka, Compering for ECU graduation for 5 years, SPARK – Lyceum Campus ( Event Chair)

## **8. Community Engagement / Professional Service**

8.1 Volunteer Roles

8.2 Professional Society Involvement

8.3 Community Projects

## **9. Additional Information (Optional)**

9.1 Keynote Speeches / Invited Talks – Women’s Day – Softwave, School guest sessions

9.2 Media Features – PTE launch, OET launch

9.3 Academic Partnerships Facilitated – Brining OET to Sri Lanka, Cambridge English Exams to ACBT

## **10. Courses Developed / Modernised**

## **11. Digital Competencies**

*Online Platforms, MS office*

## **12. Professional Philosophy Statement**

My professional philosophy is centred on delivering ethical, inclusive, and high-quality education through reflective practice and continuous professional development. With over ten years of experience in teaching, academic administration, and industry, I strive to integrate academic rigour with practical relevance. I value learner-centred approaches, clear standards, and effective communication, and I am committed to supporting diverse learners while contributing positively to institutional development. My goal is to foster confident, competent learners and uphold international academic and professional standards.