

# Curriculum Vitae

**Nasreen Bibi**

**English Language Instructor,**

**Jazan University KSA**

**HayyalMatar Jazan.**

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## **Objectives:-**

**To join a reputed organization for the following aims:-**

- Desire to work with an organization where I can make the best use of my educational and communicational skills.

## **Teaching statement General.**

- The classroom environment should be goal oriented, which gives students a life long longing for learning and finding the answer to their questions. It should be well disciplined and provide the students an ability to recognise their reasoning skills.
- The teacher should train the minds of the students and provide them an opportunity to excel their basic skills which will eventually help them further to focus on progressive difficult topics and subjects.
- There is a natural Goodness in every human as a teacher it is our duty to provide our learner an environment in which they develop it furthermore. Teacher should try through activities, curriculum objectives and through different communicative ways to polish this inner goodness, to strengthen their intellectual, intuitive, individual, and idealistic personality, to make them an ideal person of the society.
- Lastly all the above progressive efforts should lead towards an educational personality equipped with all essentials to survive in the society positively. Because it is the nature of every human being they tend to learn which is mostly related to their lives. So as a teacher we should meet this need of every student.

## **Teaching statement personal.**

- As we have different class room environment and different types of learners, *My role as the teacher will be to assist each learner in developing his/ her own potential*

*and learning styles. I will present a curriculum that will incorporate each different learning style, as well as make the content relevant to the students' lives.*

- As a teacher, I hope to advance the intellectual development of my students to the best of my abilities. I am confident that my past teaching experiences, strong academic background, and communication skills coupled with thorough preparation and enthusiasm for the subject will make me an excellent teacher.
- I choose to be a teacher because it is the best title suits to my personality's inner self. I find peace while I am teaching different types of learners, while communicating with them and allocating their needs and problems, providing the best possible way to soothe their inner curiosity to learn, and helping them diminish their inner fears.
- I believe that **a classroom should be a safe, caring community where students are free to speak** their mind and blossom and grow. I will use strategies to ensure our classroom community will flourish, like the morning meeting, positive vs. negative discipline, classroom jobs, and problem-solving skills.

**Personal information:-**

**Date of Birth:-** 20.03.1980 **Place of Birth** M ,**Domicile:-**Islamabad a

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**NIC #:-**6110117913142

**Religion :-** Islam

**Citizenship:-** Pakistani

**Present & Permanent**

**Address:-** Village Chatta

Bakhtawar, P.O. N.I.H.,

Chack Shahzad, Islamabad

**Educational Qualification:-**

<b>Name Place of Institution</b>	<b>Level/ %age</b>	<b>Year of passing</b>	<b>Major Subjects</b>	<b>Marks/ Division/Grade Islamabad</b>
College for M.A /42% August 2003 Girls F-6/2 Supermarket Islamabad			English Literature (Punjab University Lahore)	422 /3 <sup>rd</sup> Division
Allama Iqbal Open University H-8 Islamabad	B.Ed/ 69%	July 2005	English Islamic Studies	624/ B Grade
Johar Institute of Information Technology	DIT	Oct 2004	Computer Basics	A+
F.G Margalla College for Women F-7/4 Islamabad	B.A/ 56%	April 2001	English, Political Science, Journalism (Punjab University Lahore)	448/ 2 <sup>nd</sup> Division
F.G.Margallah College F-7/4 Islamabad	H.S.S.C/ 52%	Dec. 1998	Biology, Physics, Chemistry (Premedical) FBISE Islamabad	582/ C Grade
F.G.G.H School No-12 NIH Islamabad	S.S.C/ 69%	June 1996	Biology, Physics, Chemistry (Science) FBISE Islamabad	589/ B Grade

**Knowledge of Language:-**

<b>Language Understanding</b>	<b>Read</b>		<b>Write</b>	<b>Speak</b>
<b>English</b>	Fluent	Fluent	Fluent	Fluent
<b>Urdu</b>	Fluent	Fluent	Fluent	Fluent
<b>Hindi</b>	--	---	Good	Good
<b>Punjabi</b>	Fluent	Fluent	Fluent	Fluent
<b>Pashto</b>	---	----	Average	average

**General Skills:- •**

MS-

Office.

- Familiar with the use of Internet.
- Teaching
- Training of Computer use
- Supervision / Coordination
- Deliver Presentations

- Art & Crafts skills

### **Job Experience:-**

**Institution: -** **Ifthikhar Model Academy.**  
**Address: -** Ifthikhar Model Academy Khanna Daak Rawalpindi  
**Contact Person: -** Raja Muhammad Ifthikhar  
**Job Title: -** Teaching / Office work **Duration:**  
 - Sept 2003 to Sept.2005.  
**Subjects: -** English/Spoken English  
 Pak-Studies  
 Biology

**Institution: -** **Education Sector Reforms Assistance Program (ESRA) A Project of USAID.**

**Address: -** 20- Main Margalla Road F-6/3 Islamabad.  
**Contact Person: -** Mr.Manzoor Wahid.  
**Contact No: -** 051-2871223-7  
**Job Title: -** Coordinator /Supervisor for Educational Resource Centers  
**Duration: -** Dec 2005 till June 2007 (job is continued)  
**Description of Job:-**

- Coordination among Resource Center Team Members and the Officials of ESRA / FDE.
- Managements and Planning for the Resource Centers
- Marketing for the Resources at the Resource center
- Communication with the community members to get involved in the RCs.
- Facilitation of the Workshops and Meetings arranged at Resource Center
- Building up good relationship with the Audience of the Resource Center.
- Delivering presentations to Foreign Delegations and visitors about RCs.

### **Additional Learning:-**

- Life Skills Training Workshops
- Integrated Literacy Module (I.L.M. Workshops)
- Project based Learning (P.B.L. Workshops)
- Interactive Radio Instruction (I.R.I. Workshops)

**Note:-References will be provided if required.**