

CURRICULAM VITA

NAZMA SHAHEEN SYED

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| Objective | <p>Teaching Philosophy :To get maximum knowledge and to work in a dynamic institute where multifaceted and highly creative people are needed and wanted and where I can use my knowledge and the ability to create & explore new horizon, which shall carry me to the frontiers of practicality and the same time, offers room for potential growth.</p> <ul style="list-style-type: none">› Dedicated to competency and integrity.› Strong management and leadership skills with experience in handling tasks.› Ability to organize and supervise work, and team spirit. |
| Experience | <p>Teaching Experience [more than 20 years of experience]</p> <ul style="list-style-type: none">• 20 years' of experience as English lecturer at university level.• Working at, Jazan University KSA -2009- 2023 [14 years as a lecturer English]• 7 Years' Experience as English Lecturer in Alkhair University, Pakistan. |
| Skills | <p>Teaching experience with advanced technologies</p> <ul style="list-style-type: none">• Experience of handling Blackboard, Smartboard and projector• Experience of handling all operation in blackboard• Assignment, attendance, exam setup, analysis in blackboard• Uploading the audios, videos or documents on Blackboard.• Conducting tests, exams and live session on the Blackboard. <ul style="list-style-type: none">▪ Skill boosting activities like We Care Program, English Club activity etc▪ Advanced learning,▪ Worked as coordinator as well.▪ <input type="checkbox"/> Cooperative to handle all the situations,▪ <input type="checkbox"/> The best motivators for students,▪ <input type="checkbox"/> Enthusiastic to learn new methodology of teaching,▪ <input type="checkbox"/> Expert in using all the new technologies for teaching,▪ <input type="checkbox"/> Skillful to handle my students psychologically.▪ <input type="checkbox"/> Skilled to teach my students up to their level.▪ <input type="checkbox"/> Skilled to create students activity to learn English language.▪ <input type="checkbox"/> Skilled in teaching English grammar, reading, writing, listening and speaking. |

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| | <ul style="list-style-type: none">▪ Experience of working in MS Office | | | | | | | | | | | | | | | | | | |
| Research Work | <p>Working on a Paper in collaboration with other colleagues “Magic Realism in American Literature concerning the works of Gabriel García Márquez particularly “one hundred years of solitude” [Acceptance # 9059, Jazan University reference]</p> <p>References :Will be furnished on demand</p> | | | | | | | | | | | | | | | | | | |
| Work Shops | <p>Conducted various workshops with different colleges.</p> <ul style="list-style-type: none">▪ Workshop on the topic “Motivation and Its Effect on Learning a Language”▪ Workshop on the topic “ Activity Based Teaching and Learning”▪ Workshop on the topic “ How to Teach Vocabulary With Activities and Games”▪ Workshop on the topic “ How to Teach Listening Skill Effectively”▪ Workshop on the topic “ How to Teach Academic Writing Skill Effectively”▪ Workshop on the topic “ Learning English As a Language to Use in Routine Life”▪ Workshop on the topic “ Teaching English as a Foreign Language” | | | | | | | | | | | | | | | | | | |
| Education | <table><tr><td>2000-2002</td><td>Masters in English</td><td>University of Punjab</td></tr><tr><td>2007-2009</td><td>M.A TEFL</td><td>Allama Iqbal Open University Islamabad</td></tr><tr><td>2004-2005</td><td>B. Ed.</td><td>Allama Iqbal Open University Islamabad</td></tr><tr><td>1998-2000</td><td>Bachelors in Arts</td><td>University of Punjab</td></tr><tr><td>1996-1998</td><td>Faculty in Arts</td><td>RWP Board</td></tr><tr><td>1996</td><td>Matric (Arts)</td><td>F.B.I.S.E</td></tr></table> | 2000-2002 | Masters in English | University of Punjab | 2007-2009 | M.A TEFL | Allama Iqbal Open University Islamabad | 2004-2005 | B. Ed. | Allama Iqbal Open University Islamabad | 1998-2000 | Bachelors in Arts | University of Punjab | 1996-1998 | Faculty in Arts | RWP Board | 1996 | Matric (Arts) | F.B.I.S.E |
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| 1996 | Matric (Arts) | F.B.I.S.E | | | | | | | | | | | | | | | | | |
| Interests | Studying encyclopedia in English Language, internet surfing, learning new techniques of English language, Playing badminton, Gardening, Dress Designing, Painting, Decoration, | | | | | | | | | | | | | | | | | | |
| Personal Information | <table><tr><td>▪ Husband’s Name</td><td>Yasir Abdullah</td></tr><tr><td>▪ Languages</td><td>English, Arabic, Urdu, Punjabi,</td></tr><tr><td>▪ Marital Status</td><td>Married</td></tr><tr><td>▪ Domicile</td><td>Punjab</td></tr><tr><td>▪ Nationality</td><td>Pakistani</td></tr></table> | ▪ Husband’s Name | Yasir Abdullah | ▪ Languages | English, Arabic, Urdu, Punjabi, | ▪ Marital Status | Married | ▪ Domicile | Punjab | ▪ Nationality | Pakistani | | | | | | | | |
| ▪ Husband’s Name | Yasir Abdullah | | | | | | | | | | | | | | | | | | |
| ▪ Languages | English, Arabic, Urdu, Punjabi, | | | | | | | | | | | | | | | | | | |
| ▪ Marital Status | Married | | | | | | | | | | | | | | | | | | |
| ▪ Domicile | Punjab | | | | | | | | | | | | | | | | | | |
| ▪ Nationality | Pakistani | | | | | | | | | | | | | | | | | | |
| Achievements | <ul style="list-style-type: none">• Attended many workshops for skill boosting.• Can teach both online and on site.• E-Learning from Jazan University, KSA• Computer Course from Pakistan• Have more than 14 years of experience in KSA.• Quran Learning Course from Al-Huda International, Islamabad | | | | | | | | | | | | | | | | | | |