**Gulfjobseeker.com CV No:** **643116**

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. **MISSION**:  It is my life’s mission to work in a progressive and prestigious organization, to make myself worthy of it by constantly upgrading my qualifications, professional skills and expertise and to learn from the organisation and grow with it through professional enhancement.

**PERSONAL QUALITIES**: I may modestly say that I have high analytical skills, a problem-solving approach and a marked flexibility to adapt to a variety of difficult situations. I love to face challenges and am able to arrive at optimal solutions to the most complex problems in a short time. My quick understanding and concise presentation of the situation makes it easier for my seniors to solve problems effectively and efficiently. In addition to this, My Master’s Degree in English Language and Literature and exposure to a multinational environment has developed in me effective and pleasant communication and inter-personal skills.

**Academic Background**

#### I am currently doing MBA from Abu Dhabi University with 50 % 0f the course completed. The courses which I have studied include Principles of Marketing, Marketing Management, Financial Accounting, Financial Management, Organizational Behavior and Strategic Management.

#### ****M.A in English Language & Literature****

#### **(Bahauddin Zakariya University, Multan, Pakistan 2001)**

Major areas

**Teaching of English as a foreign language,** Classical Drama and Poetry, Modern Drama and American Literature

* **Bachelor of Arts**

#### **(Bahauddin Zakariya University, Multan, Pakistan 1996)**

(Psychology, Economics)

* **English Language certifications:**
* **IELTS (7 band)**
* **Test of English as International Communication(TOEIC)(850 Score)**

### Employment History

### January, 2008 to Date:

### English Language Teacher at Islamia English School, Abu Dhabi (UAE)

1. **October 2002 – December 2007:**

**English Language Teacher at Pakistan International School, Taif (Saudi Arabia)**

1. **May 2005 to November 2007:**

**English Language Instructor ( part time) at Taif language Club run by Ministry of Education K.S.A.**

#### March, 2001- April, 2002

Correspondent for ‘Daily Dawn’ at Multan,

(Writing articles on variety of subjects including education, health and crime)

**Computer Skills**

MS Word, Excel, Power point

**Personal information:**

* Nationality: Pakistani
* Marital status: Married
* Date of Birth: 24-03-1974