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**INTRODUCTION**

# *Dedicated, resourceful educational professional with proven abilities to create and monitor policies and practices safe learning environment ,ensure a school culture that encourages continuous improvements for teachers and students, develops an environment that encourages open communication with colleagues ,students and community.*

Detailed educational knowledge and core skills include:

Student centered instruction/ Attendance and Grade Reports/Individual educational plans/Curriculum development/extracurricular involvement/Training & Development/ Budgetting and forecasting ,Team building /Educational administration /classroom management/instructional management.

*“offering 40 years of achievement in developing productive students-focused environments to maximize learning experiences”*

**EDUCATION**

* 2005-2007 M.A (Arabic- Bahauddin Zakriya University

Language) Multan

* 1993-1995 M.A (Islamiat) Bahauddin Zakriya University

Multan

* 1983-1986 B.A Bahauddin Zakriya University

Multan

* 1984 B.ed Islamia University Bawalpur

**EXPERIENCE**

**Total experience as teacher = 40 years**

**Headmaster (government school) = 5 years**

**Principal (private school) =3 years**

**Current Experience:**

***Principal Khurum Public School Khan Garh***

(2012 to present)

Plan,control and direct the overall activities of this elementary school.Scope of position includes staff recruitement,development and evaluation,management,record and administration ,organistion and maintenance.Team building,shared decision making,school value promotion and creation of safe and respectable environment for female staff members.My achievement there is that I Increased student attendance by 10 percent by restoring student-teacher and parents relationship.

**2.Government elementary school basti mond**

**Head Master (2011-2012)**

**3. Assistant education officer(2010-2011)**

**4.Government elementary school pakka ghalwan**

**Headmaster(1992-1994)**

**5.Teacher since 1972**

**Professional Capabilities**

* Class room management
* Literature development
* Dimensions of learning
* Motivation
* Good analytical, communications, leadership and interpersonal skills.
* Languages: Urdu, English, Punjabi

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| **PERSONAL DETAIL** |

* Date of birth 01-05-1952
* Nationality Pakistani
* Marital Status: Married