**First Name of Application CV No 1681230**

Whatsapp Mobile: +971504753686



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**Respected Sir / Madam,**

**I have more than 15 Years Teaching Experience in Pakistan and UAE. I take every student as a Challenge. With this experience as a primary/Middle Mathematics teacher, I am adept in classroom instructions, development of institute plans and parent Teacher relations. Moreover while my on the job experience has afforded me a well-rounded skill set including first one rate conflict resolution and problem solving abilities.**

**I also have a solid education foundation and a passion for Teaching. I am extremely enthusiastic to join your Institution and would welcome the Opportunity to countable to improve your students.**



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| **Teacher (Mathematics/Science/Urdu)** |
| Objective : To seek a challenging position in professional and dynamic organization with an aim to contribute towards the objectives of the organization and simultaneously develop professional skills. |
| **Education** |
| * Bechelor Of Education(Al Khair University)
* Graduation B.Sc(Double Maths,Physics) Zakaryia University
* Intermediate (Multan Education Board)
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| **Employment History** |
| Mathematics Teacher | New Indian Model School Dubai | Sepyember2014 ~ Till Now |
| Responsibilities & Duties : * preparing and delivering lessons to a range of classes of different ages and abilities;
* marking work, giving appropriate feedback and maintaining records of pupils' progress and development;
* researching new topic areas, maintaining up-to-date subject knowledge, and devising and writing new curriculum materials;
* preparing pupils for qualifications and external examinations;
* managing pupil behaviour in the classroom and on school premises, and applying appropriate and effective measures in cases of misbehaviour;
* communicating with parents and carers over pupils' progress and participating in departmental meetings, parents' evenings and whole school training events;
* liaising with other professionals, such as learning mentors, careers advisers, educational psychologists and education welfare officers;
* supervising and supporting the work of teaching assistants, trainee teachers and newly qualified teachers (NQTs);
* participating in and organising extracurricular activities, such as outings, social activities and sporting events;
* undergoing regular observations and participating in regular in-service training (INSET) as part of continuing professional development (CPD).

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| Maths/Science Teacher | Albon,s Academy Girls School | Sep, 2013 ~ April, 2014 |
| * plan, prepare and deliver instructional activities that facilitate active learning experiences
* develop schemes of work and lesson plans
* establish and communicate clear objectives for all learning activities
* prepare classroom for class activities
* provide a variety of learning materials and resources for use in educational activities
* identify and select different instructional resources and methods to meet students' varying needs
* instruct and monitor students in the use of learning materials and equipment
* use relevant technology to support instruction
* observe and evaluate student's performance and development
* assign and grade class work, homework, tests and assignments
* provide appropriate feedback on work
* encourage and monitor the progress of individual students
* maintain accurate and complete records of students' progress and development
* update all necessary records accurately and completely as required by law, district policies and school regulations
* prepare required reports on students and activities
* manage student behavior in the classroom by establishing and enforcing rules and procedures
* maintain discipline in accordance with the rules and disciplinary systems of the school
* apply appropriate disciplinary measures where necessary
* perform certain pastoral duties including student support, counseling students with academic problems and providing student encouragement
* participate in extracurricular activities such as social activities, sporting activities, clubs and student organizations
* participate in department and school meetings, parent meetings
* communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs
* keep updated with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities
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| Maths/Science/Urdu Teacher | La Salle Higher Secondary School | March1993 ~ June,2013 |
| * Making administrative and budget decisions
* Prioritizing teaching methods
* Completing parent and student counseling
* Enforcing rules and disciplinary action
* Lecturing and discussing concepts
* Preparing material for presentations
* Grading tests and conducting progress reports
* Recordkeeping student activities in accordance with laws and school policies
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|  **Key Skills** |
| * Enthusiasm
* Imagination
* Commitment
* Energetic
* Disciplined
* I.T (Microsoft Office)
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| **Personal Details** |
|  | Nationality | Pakistani |
|  | D.O.B | 04-Sep-1973 |
|  | Visa Status | Employment Visa |
|  | Languages | Punjabi, Urdu, English,  |
|  | Reference | On request |