**Yasmin**

A talented, well organized and strong classroom performer, who has a proven track record of achieving excellent pupil attainment. Passionate about raising standards across all age groups and subject areas. By using my natural air of authority to maintain discipline, can foster and maintain a positive school climate where pupils can reach their full potential. As an outstanding and inspirational teacher with very high personal standards, I am committed to the learning and development of my students. I have high expectations of both myself and my pupils, and show an interest in every student as an individual.

Technically proficient in:

|  |  |  |
| --- | --- | --- |
| Classroom management | Behavioural management | Student assessment |
| Preparing teaching material | Administering examinations | Mentoring students |
| Elementary reading | Applying educational methodologies | Grammar instructions |

**CAREER**

**OBJECTIVE** To contribute towards the growth and development of a dynamic organization where opportunities to grow both personally and professionally are ample and where I can utilize my skills effectively & efficiently.

**PROFESSIONAL**

**EXPERIENCE**

* Homeroom Teacher (teaching English, Mathematics and Science) in **“The First Academy School”** Ajman UAE **(Aug 2014 – Till Date)**
* Teaching English in “**University Cambridge School”** Faisalabad Pakistan **(Jan 2010 - Oct 2012)**
* Teaching English in **“Saint Paul’s Education System”** Rawalpindi Pakistan **(Aug 2009 - Dec 2009)**
* Teaching Phonetics & Phonology in Rawalpindi “**Institute Of Modern Languages**” **(six months**)

**CERTIFICATION**

**& EDUCATION**

* **Master in English** from *National University Of Modern Languages* Islamabad(Major include Phonetics Phonology, History Of English Language & Lit, Classical & Modern Poetry, American Lit)
* **Diploma in English** **Language** Course from *National University Of Modern Languages* Islamabad Pakistan
* **Bachelors** **in Arts** from *University of the Punjab*, Lahore. (Major include Education, Sociology)

**TRAINING**

**& WORKSHOPS**

* Attended online British Council workshop at Lahore City School on **Modern Teaching Techniques** and **Evaluation Techniques**.
* Attended workshop at First Academy School in Ajman on **IT –How to use stylus boards**
* Attended workshop at First Academy School in Ajman on **Measuring Academic Progress (MAP).**
* Attended **Online Webinar workshop** at First Academy School in Ajman.
* Attended workshop at First Academy School in Ajman on **Common Course Standards**.
* Attended various in house and outside seminars and training workshops relating to **teaching skills and competencies**.

**KEY CPMPANTECIES AND SKILL:**

**Teaching**

* Comprehensive knowledge of all relevant teaching laws, academic policies, and administrative regulations.
* Using resources and technology to enhance lessons.
* Ability to develop ideas and skills that will enhance the teaching of English across a school.
* Modifying the curriculum and coursework when necessary.
* Experience in developing partnerships with the community and external organizations.
* Having a good clear voice and able to stand for long periods in front of a classroom full of pupils.
* Ability to cope with the special needs of dyslexic and dyspraxia pupils.

**Professional**

* Interacting with colleagues on a professional level and able to establish and maintain productive relationships with them.
* Supporting and promoting the ethos of a school.
* Enforcing school rules and regulations.
* Active team member with self-drive and motivation.
* Able to accurately use all modern day technological teaching equipment.

**Personal**

* Willing to take full responsibility for own professional development and duties in relation to school policies and practices.
* Can make quick decisions.
* Possessing a friendly, approachable and reliable nature.
* Can function well in a target driven, hectic and fast-paced environment.

**CAREER HIGHLIGHTS:**

**Brief Summary**

Responsible for giving students a rigorous, well -rounded education, & for maintaining discipline in accordance with school policies. Also in charge of monitoring pupils with regard to their attendance, appearance &, punctuality.

**Key Responsibilities**

* Working with other teaching staff to set goals, objectives and methods.
* Encouraging students to ask questions and to express their difficulties.
* Establishing effective classroom management practices.
* Giving feedback to pupils and writing progress reports for their parents.
* Identifying special needs pupils and those with learning disabilities .
* Taking students out on field trips.
* Participating in after school extra-curricular activities.
* Listening to students to understand their concerns and needs.
* Responding to misbehaviour in an effective but measured way.
* Preparing and setting tests, examination papers, and exercises .
* Organizing school parties, competitions and field trips.
* Supervising students before, during and after school.
* Encouraging students to take responsibility for their own actions.
* Collecting homework and course work from pupils.
* Keeping accurate student registers and attendance records.
* Attending parents evenings and talking to people.
* Preparing students for tests and examinations.
* Making effective use of online, audio and video resources to achieve academic aims and objectives.
* Participating in school departmental meetings.
* Researching potential new areas of study.
* If required meeting with child welfare officer and educational psychologists.

## COMPUTER SKILLS

|  |  |
| --- | --- |
| * MS Word * MS PowerPoint | * Internet |

## PERSONAL INFORMATION

Gender Female

Date of Birth August 25, 1985

Nationality Pakistani

Marital Status Married

Languages Excellent English and Urdu (Written, Reading and Speaking)

[Click to send CV No & get contact details of candidate](http://www.gulfjobseeker.com/feedback/submit_fb_em.php)

