Wish to serve as a committed professional of biological sciences with all skills and expertise at their best, in a dynamic ever growing environment. I would love to explore and practice new and dynamic ideas to make my profession lively and progressive.

[shaista\_khanum@msn.com](mailto:shaista_khanum@msn.com)

**Nationality**: Pakistani

**Religion:** Islam

**Date of Birth**: Dec 14, 1973

**Marital Status:** Single

**Employment History**

|  |  |  |
| --- | --- | --- |
| Sep.2013 todate | **Rawalpindi, Pakistan** | **Biology Tutor**  **IGCSE/O/A/IB(SL & HL)Levels** |
| Sep. 2011-Jun. 2013 | **Sharjah International Private School, University Road Sharjah, U.A.E.** [**www.sips.ae**](http://www.sips.ae) | **Biology Lead Teacher,**  For IGCSE, AS/A Level Biology |
| Sep. 2008-Jul. 2011 | **Islamia English School,** P O Box 2157, **Abu Dhabi, U.A.E.** [**www.islamia.ae**](http://www.islamia.ae) | **Section Coordinator & Senior Biology Teacher**  Eco Club and  IGCSE & GCE Edexel **A/O-Level** **Biology** |
| Jan. 07 – May. 2008 | **Roots School Systems,** Rawalpindi, Pakistan, [**www.rootsschool.edu.pk**](http://www.rootsschool.edu.pk) | **Subject Teacher**  GCSE, GCE Edexel and IGCSE **A/O-Level Biology** |
| Sep 04 − Jun 06 | **Dar Al Hijrah Pakistani National School and College** , **Medina Al-Munawarah, Kingdom of Saudi Arabia**. [**http://www.dhpnsc.com/index.html**](http://www.dhpnsc.com/index.html) | **Lecturer**  **FBISE CIE O/A Levels Biology** |
| Jan 03 – Sep 03 | **Students Inn**, 22/F, Block L, Gulberg, Ferozepur Road. Lahore, Pakistan <http://www.studentsinn.edu.pk> | **Lecturer** Medical Colleges Aptitude Test **(MCAT)** of Punjab Medical Colleges |
| Jan 02 – Jan 03 | **Centre for Applied Molecular Biology, University of The Punjab (CAMB)**, 87 Canal Bank Road. Lahore, Pakistan [www.camb.edu.pk/CriminalIdentification.asp](http://www.camb.edu.pk/CriminalIdentification.asp) | **Research Officer**  Rresearch in Forensic DNA testing |
| Sep 96- Jan. 2000 | Model Education Center and Academy of Sciences, Lalarukh, Wah Cantt, Pakistan | **Lecturer** Graduate Biology courses |

**M. Phil Research Topic**

Allelic Frequency Distribution of STR Loci In Punjabi Population of Pakistan

**Additional Qualification**

|  |  |  |
| --- | --- | --- |
| **Diploma in Computer Sciences** (DCS) | DigiTech Computer Training Center, Wah Cantt, Pakistan. | Aug, 1996 |

**IELTS Test Report**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Listening** | **Reading** | **Writing** | **Speaking** | **Overall Score** |
| 8.0 | 6.0 | 7.0 | 7.0 | 7.0 |

**Seminars and Workshops (Attended)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic** | **Occasions** | **Summary** | **Organizer** |
| **2nd Level of IGCSE Teacher Trainer** | **Cambridge International Education Training Session** | **Professional Developmental Session** | **Campbridge International Education** |
| **Vision, Leadership and Ethos of Subject Leaders** | **Dragonfly Training Limited**  **at**  **Gulf Educational Supplies and Solution (GESS) and Global Education Forum (GEF) 2012**    **Feb.28-Mar.01, 2012** | British Trainers trained to become an effective subject leader, energetic classroom teacher and Science teacher of Secondary School level. | **Dragonfly Training Limited,**    **and Ministry of Education U.A.E. at GESS 2012, Dubai World Trade Center, Dubai. U.A.E.** |
| **Effective Questioning Techniques for Improve Learning** |
| **How to Assess Pupil’s Work to Raise Attainment** |
| **Bloom’s Taxonomy-Differentiated Learning** |
| **Developing Independent Learners** |
| **Science Teaching for Secondary School** |
| **Designing Teacher’s**  **e-Portfolio** | UAE university Professor trained to create profile of Teachers online | **Associate Professor**  **at GEF Abstract Workshop.** |
| **Practical Guide to Effective Assessment for Learning** | **Dragonfly Training Limited**  **at**  **Gulf Educational Supplies and Solution (GESS) and Global Education Forum (GEF) 2011**    **May 03-05, 2011** | British Trainers trained to become an effective subject teacher, with productive assessment techniques and differentiation for both students of intermediate and excellent learning abilities. | **Dragonfly Training Limited,**  **and Ministry of Education U.A.E. at GESS 2011, Airport Expo Center, Dubai. U.A.E.** |
| **Teaching Gifted and Talented Students** |
| **Effective differentiation for Classroom** |
| **Middle Leaders in Education** |
| **Guide to Motivation and Behavior** |
| **Senior Leaders in Education** |
| **Global EdTech Forum** | **GETEX Global Education Technology one day Workshops**    **April 16, 2011** | American Trainers explained the role of e-learning and mobile learning features | **International Society for Technology in Education, Dubai Convention and Exhibition Center, Dubai, U.A.E.** |
| **Green Schools Audit** | **Environment Agency Abu Dhabi two days Training program for Green Schools**  **Nov. 09-10, 2010** | Gulf Trainers described methods of measuring natural resources in school. | **Environment Agency Abu Dhabi, Al Mamourah Building, Muroor Road, Abu Dhabi, U.A.E.** |
| **Counseling, testing and Evaluation** | **Ten days Workshop**  **Jul. 07-17, 2008** | Pakistani Trainers explained the educational counselling, planning and management techniques. | **Bilquis College of Education for Women, PAF, Chaklala, Pakistan** |
| **Educational Planning and Management** |
| **Every Teacher Matters** | **Teachers Development Conference** | Pakistani Trainers trained for social impact of Education | **Roots School Systems,** |
| **Forensic Biology**, A lecture Series | Foreign Faculty Lectures by Centre for Advance Molecular Biology (CAMB), University of The Punjab, Lahore, Pakistan. **Dec. 15-25, 2002** | American Experts described Modern Forensic Biology Techniques | Indianapolis Marian County, Forensic Science Services Agency, Indiana State, USA |
| **Cloning**, A broad Perspective | 15th Annual Congress of Zoology.  **May 07-14, 1998** | Biology Experts told the techniques | Department of Zoology Lahore Pakistan |

**Organization of Seminars and Workshops.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic** | **Occasions** | **Contribution** | **Venue** |
| **Sustainable Schools Initiative Program** | **Environment Agency Abu Dhabi Training program for Green Schools** | **Organized and Delivered** | **Islamia English School, Abu Dhabi, U.A.E.** |
| **Shot Tandem Repetitive DNA,** A tool for Forensic DNA Technology. | Annual Seminar Series for Masters in Philosophy (M.Phil.) | **Delivered** | Forensic DNA Laboratory, CAMB University of The Punjab, Lahore, Pakistan. |
| **Spread and Causes of Leprosy** in Pakistan | Annual Seminar Series for Post Graduation | **Delivered** | Department of Zoology [University](http://www.pu.edu.pk/) of The Punjab, Lahore Pakistan |

**Education**

|  |  |  |
| --- | --- | --- |
| **M. Phil. (Molecular Biology).** | Dec02 | Centre for Advanced Molecular Biology, University of The Punjab Lahore, Pakistan |
| **M.Sc. (Zoology)** | Sep 98 | Department of Zoology, New Campus, University of The Punjab Lahore, Pakistan |

**Developed Skills**

* Managing and administrating the Laboratory and Research work in collaboration as well as independently.
* Organizing and running Environment Activities Club.
* Organizing and monitoring School Environment Sustainable activities
* Organizing and monitoring the Written Examination process as Internal Controller Examination
* Training of High School Level students for aptitude and professional colleges’ admission test.
* Developing Curriculum of Science at high school level.

**Tips**

Analytical, hardworking, creative, trouble shooter, responsible, socializing, team-player.

**Hobbies**

Reading books, traveling, activity based teaching and learning, organizing environmental projects

**References** Will be furnished on demand

**Job Seeker First Name / CV No: 1799970**

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

