MADIHA

MADIHA.331926@2freemail.com

**Personal Profile**

A committed, enthusiastic and compassionate teacher who is passionate about giving children the best possible education through teaching. I am able to establish a supportive relationship with not only students but also their parents and fellow teachers with the aim of achieving higher standard for the children and the school. I am an energetic teacher who can plan and deliver engaging lessons to ensure that all students succeed and fulfil their academic potential.

I am available for an immediate start and actively looking for a role that will allow me to contribute positively to student’s life and make a difference to school success.

**Education and Qualifications**

AllamaIqbal Open University, Pakistan**. Masters in Education**

University of Punjab,Pakistan. **Masters in Islamic Education (1st Division)**

Govt. Post College, Rawalpindi, Pakistan. **Bachelor of Arts in Education (1st Division)**

Govt. Post College, Rawalpindi, Pakistan. **HSSC Certificate**

Govt. High School Ausia, Rawalpindi, Pakistan. **SSC Certificate**

**Visa Status**

**Visit Visa** Valid till 4th March 2017

**Key Competencies**

## Teaching

* Experience of working in a variety of academic settings.
* Strong administrative and organisational skills.
* Ensuring the best use of classroom time so that not one minute is ever wasted.
* Comfortable working across the curriculum.
* Able to coordinate, involve and network with multiple stakeholders.
* Acting in a professional manner at all times.
* Creative, innovative and engaging teaching style.

## Personal

* Commitment to continuous improvement and innovation
* Good organisational skills and leadership qualities
* Have a good sense of humour and adapt well to circumstances.
* Actively participating in any training offered to teachers for their personal development.

**Career History**

**College Lecturer**Sep 2013 – April 2016

Govt. Degree College for Women, Murree,Pakistan

**Secondary School Teacher** March 2013 – Sep 2013

Convent of Jesus andMary School, Murree, Pakistan

**College Internship** (Teacher)Aug 2012 – Dec2012

Govt. Degree College for Women, Murree,Pakistan

**Primary School Teacher** April 2005 - July 2010

Grammar public School, Murree, Pakistan

### Key Responsibilities

* Taught different subjects and assigned projects
* Successfully prepared and marked homework, assignments, projects material and exams.
* Confidently attended progress review meetings
* Maintained pupil discipline with regard to punctuality, behaviour, standards of work and independent learning.
* Conducted weekly and monthly assessment tests to check the performance and improvement of the students
* Motivated students for participating in various activities

**Additional Information**

* **Languages :** English, Urdu
* **Computer Skills** : Microsoft Office

**Hobbies and Interests**

* Exploring new places
* Watching movies and listening to music
* Baking and cooking
* Reading books and articles

**References**

Available on request.