#### **Objective**

#### A passionate and dedicated teacher seeking a position in an infant’s / primary school where I can maximize my experience, development skills and teaching abilities to create a positive atmosphere where children have a thirst to absorb as much knowledge as they can.

#### **Personal Profile**

An extremely hard working, reliable teacher with over ten years ‘experience in Pakistan and Dubai. I am an excellent communicator who has demonstrated her ability to teach, motivate and encourage students at various academic levels to ensure high interest and achievement of goals. I am self-motivated with strong planning, organisational and leadership skills.

I am able to establish and maintain excellent relations with staff, children and parents, which I consider fundamental to allow the children to reach full development potential. I am keen to teach children the importance of moral values to ensure good behaviour within the classroom to allow good teaching and learning to take place. Because of which I have found that children are successful both in their academic and social awareness.

**Education & Academic Qualification**

#### **Bachelor's in Education**: University of Karachi -2008

**Bachelor's Degree**: University of Karachi- 2002

Psychology .Philosophy, Elective Urdu

**Intermediate:** (St Joseph’s College, Karachi)

Psychology .Philosophy, Elective Urdu

  IffatZehraB.A, B.ED

**Matriculation:**

Science group

**Other Skills & Qualifications**

* **Cambridge International Certificate for Teachers and Trainer**.2011 from Cambridge university
* **IELTS(Academics)**: 7 BANDS

#### **Professional Experience Details**

**Period :** SEP 2016 – To date

**Employer :** Al-Khaleej National School

#### **Position :** kindergarten Home room Teacher

-Prepare centers to organize and manage the learning environment to attuned kindergarten children to thrive to work independently and cooperatively with a small group of peers.

-Motivate to practice and apply the skills they are learning, engage in conversations, and make choices about what they can do.

-Teaching alphabet and numeracy along with personal, social and emotional skills.

-Organizing learning material observing, assessing and recording each child's progress.

**Period :** SEP 2015 – August 2016

**Employer :** Al-khaleej National school

#### **Position :** Grade 1 Home room Teacher

Class teacher for grade 1 teaching all subjects including English, Mathematics, Science etc.

- Preparing and compiling syllabus for both grades accordingly.

- Meeting parents and providing them complete feedback about their children with their achievements and failure.

#### - Introduce education to young students in a way that in stills a love of learning

**Period :** DEC 2014 - SEP 2015

**Employer :** Al-Noor school, Pakistan

#### **Position :** kindergarten teacher

* Developing children's curiosity and knowledge.
* Working with others, including teaching assistants and/or nursery nurses as well as volunteer helpers, to plan and coordinate work both indoors and outdoors.
* Sharing knowledge gained with other practitioners and parents.
* Observing, assessing and recording each child's progress.
* Ensuring the health and safety of children and staff is maintained during all activities, both inside and outside the nursery/school;
* Keeping up to date with changes in the curriculum and developments.

**Period :** March 2014 \_Oct **2014**

**Employer :** Darul- chouefat international school, Saudi Arabia

**Position :** Foundation Stage 2 class teacher

* Motivating and stimulating children's learning abilities, often encouraging learning through experience.
* Provide care and support to children and providing them with a secure environment to learn.
* Developing and producing visual aids and teaching resources.
* Organizing learning materials and resources and making imaginative use of resources.
* Assisting with the development of children's personal/social and language abilities.
* Supporting the development of children's basic skills, including physical coordination, speech and communication.

**Period : September 2009- Oct 2013**

**Employer :** Cambridge International School, Dubai, UAE

**Position :** Foundation Stage 2 class teacher &Year 1 Class Teacher

 While working at Cambridge International School I have held position of a Foundation 2 class teacher.I am responsible for leading students through creative play and hands-on activities.

**My role and responsibilities included:**

* Maintaining an up to date understanding of the knowledge of EYFS Program, concepts and skills that underpin a successful classroom and school. Ensuring the use of classroom and activity books for curriculum delivery.
* Supporting other staff preparing topic boxes and continuous provision resources.
* Taking into account evaluations of previous planning and assessments.
* Using children’s work and assessments/observations to assemble first class portfolios, ensuring evidence of good practice for all pupils and Organising school trips.
* Work alongside the school psychologist and speech therapist implementing strategies and support for children with special needs.
* Review plan with the head teacher twice a term and develop accordingly.

**Period : September 2006 - August 2008**

**Employer :** Beacon house School System, Karachi -Pakistan

**Position :** Kindergarten Class teacher

Roles & Responsibilities:

Organizing and supervising play and work activities (for example reading, cooking, music, dancing etc.

* Liaising with parents and professionals such as speech therapists and health visitors. Identify and deal with any issues.

. Plan lessons according to the state curriculum and assess students, tailoring their lessons according to the different abilities of children in the classroom.

* Monitoring and recording progress.
* Plan lessons according to the state curriculum and assess students, tailoring their lessons according to the different abilities of children in the classroom.
* Providing a safe and stimulating environment that facilitates learning.

While at beacon house School, I completed my Qualified Teacher Status B.Ed. I attended many professional development courses, a series of foundation phase training. Each of these contributed to my knowledge of teaching, enhancing my ideas and strategies.

I cherished my time at Beacon house school l only leaving to pursue a career overseas following a job opportunity in Dubai.

**Period : Jun 2002- July 2006**

**Employer :** The City School (Assistant Teacher +Teacher)

**Position :** Teacher **+**Assistant Teacher

**Roles & Responsibilities:**

Subsequent to attaining my academic qualifications and whilst pursuing a permanent teaching position I undertook assistant teaching for a school. After one year I got the position of teacher.Set challenging and demanding expectations and promote self-esteem and independence

* Worked with a number of different age groups ranging from children at nursery level four.
* As a assistant teacher I adapted my teaching to follow the planning by the teachers.
* Provided planning for the lesson.

**Information Technology Skills**

* I am fully proficient with the use of computers and numerous software packages including Microsoft office.

#### I have the ability to learn new computer programs quickly and effectively.

#### I have knowledge of teaching through interactive boards to maximize my teaching abilities.

#### **Hobbies & Interests**

As a person, I am very active and often attend various fitness classes. I also enjoy cooking, travelling, and socialising with friends