**MERIEM**

**30/07/1986, Married (Husband visa)**



**FRENCH TEACHER**



***Creative and enthusiastic teacher*** *with experience in French Institute**Library, having worked in different and challenging environments with superlative adaptation, communication and organization skills.*

**SUMMARY OF QUALIFICATIONS**

* Over 6 years’ experience with children from early years to teenagers, consulting, managing the library, and teaching.
* Knowledge of the Dewey Decimal system (PMB).

 Consistently establish and maintain friendly, positive communication with student, parents and co-workers.

* Adaptation ability in any work environments with motivation to learn and face a new challenging jobs.
* Artistic drawing ability and art exhibition planner – samples available.
* Exceptional organizational abilities.
* Exemplary communication skills relaying information, consulting.
* Knowledge Software: Word, PowerPoint, Photoshop and Excel.
* Advanced in Arabic and French languages, and Intermediate in English.

**PROFESIONAL EXPERIENCES**

*Dubai, UAE- FROM 02/09/2019 till date***French Teacher with KHDA approval,** teaching primary grade 1, 2, 3 and 4, preparelessons and weekly plans for assignments, class works, examinations, and creative works to increase student understanding of French language, history, and culture.



Organizing a department file.

Planning creative activities with samples as well as a display board works.Instructing students in French grammar, vocabulary, and pronunciation.Creating examinations, assignments, and projects according to curriculum



assessment standards.

***WHITE DOVE NURSERY****, Dubai, UAE – From 01/03/2018 to 29/08/2019*

**Arabic and French Teacher,** teaching languages in pre-school, centred on creating friendlyand welcoming learning environments, incorporating diverse materials, and helping children learn to thrive in new settings.

Maintain daily classroom schedule, which includes learning alphabet, colours,numbers and shapes.

Learning through reading a book and listening to Arabic or French nursery songsCreate activities, ensuring safe and active learning environments, monitoring children’s social and emotional development. Monitoring children during summer camp as English Teacher.

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***FRENCH INSTITUTE*,**LIBRARIAN, Fez, MOROCCO From 01/02/2014 to 27/01/2018

* Management of operations- loan and return, Sort and Listing of books in the library.
* Responsible for the procurement processes; selects and order books, periodicals, and other materials for library; reviews publisher’s announcements.
* Coordinates with different departments/schools of the organization for the procurement of library materials.
* Performs proper cataloging of all formats of library materials to facilitate their identification, access, and use.
* Maintains proper inventory of library resources, including database maintenance for bibliographic and authority records.
* Art activities with members of the library, students and associations children.
* Consulting Students about the books in the library and the procedure to follow for their future study in France.
* Communication with schools managing visits during exhibitions and art mediator for different schools visitor.

**Achievement:** managed every year with colleagues project of “la Cygogne Volubile”inviting writers and illustrators, planning activities and organizing with school classes to promote the use of the library and reading culture. Organized art exhibition from the workshop I did with children member of the library.

***REGIONAL MINISTRY OF CULTURE,*** Fez Morocco - From 01/10/2013 to 30/11/2013.

*Internships at the ministry administration. Organizing exhibitions, direct internal and external communication during the exhibition.*

* Assistant during the 4th edition exhibition of book recently published from 4 to 10 October 2013. Coordinating Conference managing, supervising a drawing workshop with students from different schools.

**Achievement:** Co-organized art exhibition “ Communication among Generation” held atMohammed Kacimi Gallery- Fez.

***French Institute,*** Casablanca Morocco - From 02/05/2012 to 16/06/2012

* Mediator in art photography Exhibition, partnership with Niepce Museum Chalon-sur-Saône and Malika Editions.
* Reception of both students and public. Guided tour of the exhibition for students and public to talk the story of the photographer Gabriel Veyre during his life in Morocco.

**Achievement:** Art mediator during the exhibition “in the intimacy of Morocco photographyby Gabriel Veyre” at Slaoui Museum Casablanca.

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**Education**

 **06/02/2020 to 16/06/2020:** Online training about Teacher Preparation ForCompetence with TELLAL Institute.

 **11/02/2020:** Certification of Participation in workshop seminar with ***Virginie* *Karniewcz*** about how to teach in successful dynamic, Organized by ***Edition Maison des Langues Paris***, ***Dubai- UAE.***

 **15/3/2019:** Certification of participation to Professional Development Program forPre-Primary Teachers (KHDA Approved) on Special Educational Needs Organized by ***MNR Talent and Skills Development Institute***, ***Dubai- UAE.***

**30/05/2018:**First Aid Certificate HABC level 2 from***Highfield International***

***Accreditation, Dubai-UAE.***

 **22,23/01/2018:** Certification of pre-schoolers teacher’s training, ***French Institute, Fez* *- Morocco.***

**08/2016:**Certification of General English, level Intermediate at***Speak Up London***

***Language School.***

**2015:**Advanced Diploma of French Language (DALF C1).***French institute***,**Fez -**

**Morocco.**

**2012:**Master of Educational and Cultural Mediation of Arts and Science at

***Mohammed V University Faculty of Education, Rabat Kingdom of Morocco*.**

**2010:**License of French Language and Literature at Sidi***Mohamed Ben Abdellah***

***University–Faculty of Letters and Human Sciences Dher El Mehraz,Fez - Morocco.***

**2005:**Bachelor Modern Literature at***Lycée Ibn Hazem, Fez - Morocco.***

**Hobbies**

**Yoga, Swimming, Theatre, Member of French Alliance Library.**

**Painting,** and visit of different Museums:

***National Museum*** in London-UK, ***Prado*** and ***Reina Sofia*** Museum in Madrid-Spain, ***Louvre*** and ***Marmottan Monet*** in Paris-France.

**CONTACT**

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I am available for an interview online through this Zoom Link <https://zoom.us/j/4532401292?pwd=SUlYVEdSeEpGaWN6ZndUaGEzK0FjUT09>