

SANA ASAD

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Summary

Knowledgeable teaching professional with background in classroom environments delivering lectures, inspiring discussions, and leading hands-on activities. Encourages students to reach personal potential through direct learning and perseverance. Versed in in-person and remote learning strategies.

Education

Allama Iqbal Open University

M.A in Education Planning & Management • Islamabad, Pakistan

06/2024

University of Karachi

B.A in English Language & Literature • Karachi, Sindh

02/2018

First Division

Khatoon-e-pakistan Girls Govt. Degree College

H.S.C in Pre-Engineering • Karachi, Sindh

05/2011

Federal Secondary School

S.S.C in Science • Karachi, Sindh

03/2009

A+

Skills

- Computer literacy
- Time management
- Proofreading
- Microsoft Office
- Communication skills
- Leadership
- Writing Skills
- Problem Management

Experience

Self Employed

Academic Tutor • Jubail, Eastern Province

03/2022 - Present

Provide engaging group and 1:1 lesson support to help students achieve optimum academic results.

Maximised students retention by providing inclusive, stimulating learning experiences.

Tailored tutoring to suit individual competencies enabling suitably paced academic progression.

Mariya International School

English Teacher • Jubail, Eastern Province

04/2016 - 02/2020

Created detailed lesson plans aligned with course syllabus that were differentiated by content.

Created a loving, safe environment for children by establishing social, emotional, and physical growth through intentional teaching and play.

The Set School

English Teacher • Karachi, Sindh

10/2013 - 10/2015

Adopted strategic scheduling to improve overall time management and efficiency.

Set an marked written and spoken languages exams.

Supported students in achieving personalised linguistics goals within desired timeframes.

Self Employed

Private Tutor • Karachi, Sindh

03/2012 - 10/2015

Encouraged parental involvement with extra- curricular learning and accelerating students progress.

Promoted academic success and enhanced learning experiences for students of varying capabilities.

Westminster Private School

Homeroom Teacher • Karachi, Sindh

01/2012 - 01/2013

Provided a safe, comfortable, and stimulating environment for children

Kept class records with attendance information and student grades.

Prevented students misbehaviour through constant classroom monitoring.

Certificates

- TEFL Certified