

# Zainab Zaheer

Results-driven ESL/EFL Instructor and Creative Writer with 4+ years of experience delivering UBD-aligned English instruction that enhances language proficiency, critical thinking, and character development.

## Work Experience

### English Teacher | Content Creator

TeleTaleem | June 2024 - Present

(A semi-government organization sponsored by UNICEF and affiliated with EOBI)

- Delivered 300+ hours of 35-minute online ESL sessions, aligned with the National Curriculum and adapted for diverse learners in KPK and Balochistan.
- Boosted student proficiency by 30% and cut course deficiencies by 40% through personalized plans and targeted support.

### English Lecturer | Social Media Manager

Civil College | 03/2024 - 06/2024

(a private sector linked with Punjab University)

- Improved student reading comprehension by 70% through a targeted reading program and strategic content shared via the college's social media platforms.
- Elevated the college's language program ranking by 40% by enhancing curriculum, refining teaching methods, and managing the institution's social media presence.

### English Teacher

Islamia Model High School | 01/2021 - 12/2023

(a private sector linked with FBISE)

- Designed and implemented a targeted writing skills program, resulting in a 70% improvement in student test scores in writing assessments.
- Achieved a 45% rise in student retention by introducing interactive teaching methods.

### English Teacher

The Lakewood School System | 01/2020 - 12/2020

(a private sector linked with FBISE)

- Increased engagement in English classes by 30% by incorporating multimedia tools and interactive resources.
- Improved student English proficiency scores by 25% by implementing a new interactive curriculum.

## Educational Background

### Masters of Philosophy in English Literature

NUML | Islamabad, Pakistan

Sept 2021 - Present

- Specialization in English Literature.

### Bachelor of Arts (Honors) in English

University of Gujrat | Gujrat, Pakistan

Sept 2016 - Oct 2020

- Specialization in Literature and Linguistics

### Bachelor of Teaching Education

AIU | Islamabad, Pakistan

Sept 2020 - Oct 2022

- Certified in Teaching Education with emphasis on curriculum design and learner engagement.

## Contact

- Rawalpindi | Pakistan
- +92-308-5260943
- zainabzaheer97@outlook.com
- linkedin.com/in/zainab-zaheer-1nn7

## Skills

### Technical Skills

- MS Office Suite
- Digital Literacy
- Quizizz
- Social Media
- Online Teaching Tools

### Tools

- OTS LMS
- AI Tools
- Canva
- Google Workspace

### Languages

- English (Fluent)
- Urdu (Fluent)
- Turkish (Basic)

## Training & Certification

- Co-author in Eden's Cry - TWS Publications
- Certified with B2 Upper Intermediate English proficiency by the British Council
- Trained & Certified in The Heart of Teaching
- Trained & Certified in Holistic Teaching Approach
- Certified in Digital Literacy
- Certified in completing Internship Program with Leading Pakistan
- Certified as Vice President of Memar-e-Jahan Society
- Certified in attending 1<sup>st</sup> National Conference at RWU university
- Certified in participating in Inter-Departmental Quiz Competition by UOG
- Certified in Poster Design Competition
- Certified in Event Photography at The Smart School
- Certified and Achieved 1<sup>st</sup> Position in Festivities Celebration Event