

Syeda Rida Fatima

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Profile Introduction:

Motivated and passionate English Instructor with a Gold Medal in M.A. English and an M.Phil. from Minhaj University. I bring over five years of teaching experience across diverse academic institutions, including O/A Levels and university-level instruction. I aim to foster a dynamic and inclusive learning environment that promotes critical thinking and intellectual growth. My teaching philosophy integrates research-led instruction, interactive pedagogy, and continuous professional development to meet the evolving academic standards in the field of English literature and linguistics.

Qualification:

M.Phil. English Literature

Minhaj University, Lahore

Completed: 2017

M.A. in English (Gold Medalist)

University of the Punjab, Lahore

Completed: 2014

Graduation (B.A.)

Punjab Law College, Lahore

Completed: 2012

Certification & Skills:

- **Certification**
- ✓ **TEYL (Teaching English to Young Learners)**
George Mason University, USA
Completed: 2021
- **Skills**
- ✓ Proficient in Microsoft Word, Excel, PowerPoint
- ✓ Effective communicator with expertise in lesson planning, student mentoring, and exam preparation.
- ✓ Strong grasp of British and American literature, linguistics, grammar, and language acquisition theories.
- ✓ Ability to organize and conduct English literary workshops.
- ✓ Research publications in the field of language teaching and curriculum design.

Professional Experience:

Grand Charter School, Lahore

Lecturer – O Level English

February 2015 – October 2015 (8 Months)

Full-time

- Taught English to O1 students using Cambridge curriculum.
- Designed interactive lesson plans to promote analytical thinking.
- Conducted regular assessments, facilitated discussions, and supported students in creative writing.
- Introduced academic writing workshops to improve essay skills.

Evershine Star Girls College, Bhera

Lecturer – English

December 2015 – November 2018 (3 Years)

Full-time

- Taught Intermediate and B.A. English courses with emphasis on grammar, linguistics, and literature.
- Conducted workshops on public speaking and academic writing.
- Supervised annual exams and managed the language lab.

Roots Millennium School, Nowshera

English Instructor

December 2018 – May 2019 (6 Months)

Full-time

- Delivered curriculum-based English (Oxford) instruction with a focus on modern pedagogical techniques.
 - Engaged students through multimedia, literary analysis, and speaking activities.
 - Coordinated with academic departments for syllabus alignment and parent-teacher communications.
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Military College of Engineering (MCE), NUST Risalpur

Visiting Lecturer – English

June 2019 – January 2020 (6 Months)

Visiting Faculty

- Conducted lectures for undergraduates on the subject of professional communication skills.
 - Prepared academic reports and evaluated written and verbal assessments.
 - Contributed to curriculum development for English modules.
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Army Public School and College (APSACS), Risalpur Cantt

English Teacher

March 2020 – June 2021 (1 Year +)

Full-time

- Facilitated learning in senior grades; planned and executed engaging lesson plans.
 - Integrated storytelling and language games to enrich vocabulary and comprehension.
 - Participated in inter-school competitions as mentor and organizer.
 - Fulfilled additional responsibilities of class sponsor teacher and maintained scholar's academic record
 - Actively joined institutional seminars/ awareness workshops
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Memberships:

- Member of British Council as External Exam Supervisor since 2022
 - The Online Professional English Network (OPEN) – USA since 2021
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References:

- Mr. Syed Hassan Abbas – Principal, Khurram Public High School
- Asst. Prof. Rauf – Punjab College, Lahore
- Asst. Prof. Aqeel – Government College, Township, Lahore
- Lt Col Dr. Irfan Abid – Military College of Engineering, NUST Risalpur