

Areej Ashfaq

Father Name: Ashfaq Ahmed

CNIC: 37405-0448308-2 , Ph # 0330-5340035

Address: H # 1251, St # 15, Rahimabad, Cantt, Rawalpindi

Gmail: Areejashfaq025@gmail.com



Profile

Self-motivated and hardworking teacher with over two years of experience in the education field. I have earned multiple distinctions throughout my academic career. I am a confident presenter and always eager to learn and grow. I believe that actions speak louder than words, and I strive to prove myself through consistent hard work. I am always willing to learn and share my knowledge.

Education

- **B. Ed (Secondary 1.5 Years) – Virtual University of Pakistan**
 - **Oct, 2025 – Present**
- **MS Biosciences -Capital University of Science and Technology, Islamabad (CGPA 3.77)**
 - **Feb, 2023 – Feb, 2025 (Eligible for Gold Medal)**
- **BS Microbiology - Capital University of Science and Technology, Islamabad (CGPA 3.49)**
 - **Sep, 2017 - Jul, 2021**
- **F. Sc (Pre-Medical) -Punjab College Ayub Park Campus, Rawalpindi**
 - **Aug, 2015 - Jun, 2017**
- **Matric (Science) -F.G. Sir Syed Girls Secondary School, Rawalpindi**
 - **Jan, 2012 - May, 2015**

Work Experience

1. **Research Associate/ Executive QEC- Quality Enhancement Cell (Capital University of Science and Technology, Islamabad) (25-11-24 – Present)**
 - Work on CUST **Quality Policy** based on PSG-23
 - Work on **Self-Assessment Reports-PREE**
 - Organizing Assessment Team Meetings for the Review of SARs
 - **Rankings** (Times Higher Education & QS)
 - **Organizing and Managing** Professional Development Workshops
 - Working on Implementation of new policy by **HEC PSG-2023 – RIPE & PREE**
 - **Organizing and Managing** Institutional Quality Circle (IQC) Meetings

2. Army Public School (APSACS) Askari-IV (October 2022 – June 2024)

- Taught as a Science Teacher in the Middle Wing
- Science Club In charge
- Develop and implement engaging lesson plans, assessments, and activities.
- Provide individualized support, guidance, and mentorship to students.
- Communicating with parents regarding students' progress.

3. Lucky Star Academy Tipu Road (June 2022-December 2022)

- Taught Biology at SSC and HSSC level

4. Steps School and Colleges (April 2022-October 2022)

- Taught Science Subject.



Certifications

- ✓ Certificates of Organizing Professional Development Workshops
- ✓ Certificate of Basic Teacher Education Course -APS
- ✓ Certificate of Best Lesson Planner -APS
- ✓ Certificate of attendance from the workshop on New Secondary Science
- ✓ Certificate of attendance from a workshop on Real-time PCR
- ✓ Certificate of appreciation for Student Volunteer Service from CUST
- ✓ Certificate of student organizer for the 7th and 8th International Conference on Biological and Computational Sciences
- ✓ Certificate of Use of Modern Techniques in Molecular Biology by NIH
- ✓ Organized and participated in the Plantation Campaign at CUST by volunteering in Service CUST

Skills

- ✓ Communication
- ✓ Time Management
- ✓ Punctuality
- ✓ Event Management
- ✓ Managing
- ✓ Teamwork
- ✓ Multitasking

Languages

 English

 Urdu

Hobbies

✓ Writing

✓ Gardening

✓ Cooking

Software's

 MS Office – Word-Excel-PowerPoint

 Canva

References

References are available on request.