

Tayyaba Naseem

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📍 Sector G.13/1, Islamabad

ABOUT

Passionate educator with a BS in English (Literature and Linguistics) and experience teaching at various institutions. I am skilled in lesson planning, classroom management, and curriculum development. Committed to enhancing student learning and fostering a dynamic educational environment.

CORE STRENGTHS & SKILLS

■ Teaching ■ Communication ■ Classroom Management ■ Curriculum Development ■ Event Coordination

PROFESSIONAL EXPERIENCE

Roots International Schools & Colleges, Head Office, Islamabad

Student Outreach & Retention Officer

- Student Outreach
- Retention
- Monitoring & Evaluation
- Report writing
- Student Audit
- Customer Engagement

Reflex College of Allied Health Sciences, Peshawar

Teacher

- Developing and delivering lesson plans.
- Managing classroom activities and student progress.
- Collaborating on curriculum and academic events.

International School of Cardoba, Peshawar

Teacher

- Developing and delivering lesson plans.
- Managing classroom activities and student progress.
- Collaborating on curriculum and academic events.

Tarbiyah International School, Peshawar

Teacher

- Developing and delivering lesson plans.
- Managing classroom activities and student progress.
- Collaborating on curriculum and academic events.

EDUCATION

Allama Iqbal Open University

B.ED

Completion – 2025

National University of Modern Languages

BS in English (Literature and Linguistics)

Completion – 2023

CGPA: 3.61/4.0

PROFESSIONAL CERTIFICATIONS

Creative Writing Certification

DigiSkills

Issued May 2023

Completed a comprehensive course focused on advanced techniques in creative writing, including storytelling, character development, and narrative structure. Gained skills in crafting engaging and original content.

Achievements

Received “ Best Organizer Award “at Reflex College of Nursing and Allied Health sciences

2nd Position at Edwardes Science Fair

Achieved 2nd place in the Edwardes Science Fair for a project that demonstrated innovative approaches and scientific principles, showcasing analytical and presentation skills.

Event Organizer at Edwardes Chemical Society

Successfully organized and managed events for the Edwardes Chemical Society, including workshops and seminars, demonstrating strong organizational and leadership abilities.

Recognition for Innovative Teaching Methods

Received acknowledgment from school administration for implementing creative and effective teaching strategies that significantly improved student engagement and learning outcomes.

Outstanding Performance Certificate

Got outstanding performance certificate from Roots International Schools and Colleges

Reference

Availble upon Request
