

# Curriculum Vitae

## Personal Information:

Dear Sir/Madam

With most respect and humble submission I have come to know from some reliable sources that you have advertised posts for different designations. Therefore I took this opportunity to apply for the mentioned post in order to get the membership of your active organization.

Due to my background, I would be most grateful if you kindly consider my application and provide me a chance of service under your kind control. I assure you if I am hired I will provide my ability and hardworking for your entire satisfaction.

I look forward to working with you.

Thank you for your kind consideration and attention.

Sincerely yours'  
Bibi Razia

Bibi Razia

# Bibi Razia

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## My Objective:

I am highly motivated to join a multicultural and multinational organization where I can utilize and develop my talent and ability. Moreover, I aspire to know and discover new and unknown work relationships in the office work environment and gain familiarity with modern and updated knowledge and work techniques required for promoting work in this modern area.

## Curriculum Vitae

### Personal Information:

Name:	Bibi Razia
F/Name:	Mahmood khan
Date of birth:	1381
Place of birth:	Kabul
Nationality:	Afghan
Marital Status :	signal
Sex:	female
Native Language	Dari
Contact No:	+93 (0) 781224891 – 794438006

### Education Background:

Graduated from Shaikh zaied Bin Sultan high school, Kabul city Afghanistan  
Graduated from Compilation in toefl IBT coaching course  
Now steadying in Zawul university Computer science

## Languages Proficiency:

<u>Languages</u>	<u>Writing</u>	<u>Speaking</u>	<u>Listening</u>	<u>Reading</u>
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Dari	Excellent	Excellent	Excellent	Excellent
Pashto	Good	Good	Good	Good
English	Excellent	Excellent	Excellent	Excellent

## Work Experience

Worked as a teacher in privet school 2 years

## OTHER ABILITIES/ QUALITIES:

- Strong communication skill
- Able to work in emergency situations
- Available to work extra hours when required
- Teamwork oriented
- Ability to handle multi-dimensional tasks
- Can take challenges with confidence

## Opinion:

I would perform my duties efficiently. I would try to implement my tasks with quality and full of responsibilities. It is mentionable that there won't be any doubt regarding my background.

# Cambridge International Organization International Diploma in TESOL



The President and Fellows of Cambridge International Organization with the consent of the honorable and reverend the board of overseers have conferred upon

*Bibi Razia Mubarez*  
The International diploma of TESOL

With all rights and privileges thereto pertaining with Grade **A++** ☐ **A** ☐ **B** ☒

In witness whereof, by authority duly committed to us, we have hereunder placed our names and the stamp of Cambridge International Organization to certify that you have completed a 252 hours course and successfully passed the whole tests. Hereby, we felicitate you and your honorable family on your great and glorious success and franchise you the position of English senior Instructor and English ~~professor~~ <sup>senior</sup> translator.



01, 03, 2019  
Date

*Ms. Mabel Brown, MEd*  
President and Chancellor

*Men. Mohammad Mustapha, Nouri*  
Vice Chancellor







Cambridge International Organization  
The most Reliable and Reading English Coaching Academy in Afghanistan

## LICENSE OF COMPLETION



The President and Fellows of Cambridge International Organization, with the consent of the honorable and renowned board of overseers have conferred upon

*Bibi Razia Mubarez*

### LICENSE OF COMPLETION IN TOEFL IBT COACHING COURSE

With the rights and privileges thereto pertaining with Score *89* out of *120* on *01. 03. 2019*

In witness whereof, by authority duly committed to us, we have hereunder placed our names and the stamp of Cambridge International Organization to testify that you have completed a 72 hours coaching course of preparation and exam tricks and successfully passed the whole tests. With this prestigious license we felicitate you and your honorable family on your great and glorious success and franchise you the position of Excellent Test Taker who has complete knowledge of TOEFL iBT skills, tactics, and strategies.

*Handwritten signature of Hon. Mohammad Mustafa Noori*

Hon. Mohammad Mustafa Noori  
Vice Chancellor



*Handwritten signature of Dr. Shafiq Ahmad Khan*

Dr. Shafiq Ahmad Khan  
President and Chancellor

Cambridge International Organization





## Islamic Republic Of Afghanistan

### Ministry of Education CAMBRIDGE INTERNATIONAL ORGANIZATION FOR PROFESSIONAL & ACADEMIC ENGLISH

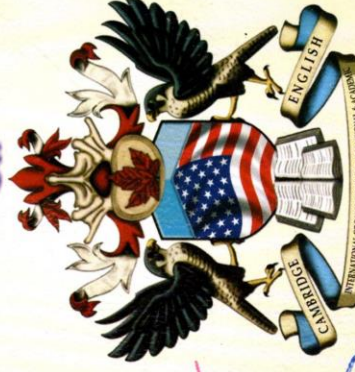


#### Certificate of Appreciation

Be it Known that Mrs. / Mrs. Bibi Razia is appreciated for outstanding efforts and perseverance and observing the whole rules and regulations of the organization and honorable ministry of education, and has finally concluded TOEFL, IELTS, and TESOL International Programs to overcome achieving the privilege of this document, and we wish him/her prosperity and comprehensive successes from Almighty Allah and franchise him/her to acquire this official and precious document.

**CAMBRIDGE INTERNATIONAL  
PRESIDENT/CHANCELLOR**

#### تقدیر نامه



Date of Issue 01/03/2019

بسم الله الرحمن الرحيم، تلاش ها و پشت کسار محترم/محترمه بیبی رازیا با تخلص ماہرز تقدیر به عمل میاید. ایشان از زمان پیوستن به این آکادمی با رعایت اصول و مقررات این مؤسسه و وزارت محترم معارف و زحمات، تلاش ها و استقامت زیاد را به خیر داده است تا بالاخره بعد از اتمام دوره تحصیلی شان با کسب امتیازات درجه عالی از این آکادمی از برنامه های جامع و بین المللی TESOL, IELTS, TOEFL به اخذ امتیاز بزرگ این تقدیر نامه رسمی و مؤثر نایل شده است ماهمه از بارگاه ایزد متعال آرزوی سعادت مندای و موفقیت همه جانبه را برای شان خوراهانیم.



For Verification Of This Document Refer To → [Cambridgeinternationalusa@gmail.com](mailto:Cambridgeinternationalusa@gmail.com)





Islamic Republic of Afghanistan

Ministry of Education

Deputy Ministry of General Education

Directorate of Results & Certificates

12<sup>th</sup> Grade Graduation Certificate

Mr/Ms Bibi Razia Mubarez

Son/Daughter of Mahmood Khan

was born in the year 2004 in Badakhshan Province "has graduated from grade 12<sup>th</sup> of

Shaikh Zaid Bin Sultan High

School in 2019 obtaining the Grade

B This certificate has been granted

to him/her and entitled all of the rights and privi-

leges pertaining hereto.

*[Signature]*

دېوهني وزير

Minister of Education



ISLAMIC REPUBLIC OF AFGHANISTAN  
Ministry of Foreign Affairs

30 JUL 2022 175663

جمهوری اسلامی افغانستان

وزارت معارف

معیشت تعلیمات عمومی

ریاست نتائج و شهادتنامه ها

شهادتنامه دوره ثانوی



محترم / محترمه بی بی راضیه مبارز

فرزند/بنت محمود خان

سال ۱۳۸۲ در ولایت بدخشان

تعلیمات ثانوی خویش را در سال ۱۳۹۸

شیخ زاید بن سلطان

به درجه علی

تکمیل نموده و مستحق این شهادت نامه

شناخته شده تا از حقوق آن استفاده نماید .



ریاست نتائج و شهادتنامه ها

Director of Results & Certificates

د اساس شمېره 7018

نېټه 1400/04/16

وزارت امور خارجې

شماره 175663

د افغانستان اسلامي

د پوهنې وزارت

د عمومي زده کړو معیشت

د نتائج او شهادتنامو ریاست

د ثانوي زده کړو بری لیک

ښاغلی / اغلې بی بی راضیه مبارز

د محمود خان

په ۱۳۸۲ کال د بدخشان په ولایت کې زیږیدلی

او خپلې ثانوي زده کړې یې په ۱۳۹۸ کال کې د

شیخ زاید بن سلطان

په لېسه

کې په علی درجه بشپړې کړې دي.

دا بری لیک ورکړل شوی چې له حقوقو څخه یې ګټه واخلي.



د لېسې مدیر

High School Principal