

Aqsa Ahmad Malyk

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Personal Profile

An accomplished and driven professional teacher with a leadership spirit and unmatched drive. Possessing a proven ability to contribute at both strategic and operational level. Currently looking for a varied and challenging role with an Educational Institute where I can learn and apply.

Functional Area **Economics, English**

Education and Qualification

University of Punjab

Masters (February 2010)

Economics

University of Punjab

Bachelors

Economics & Computer science (September 2008)

BISE, Lahore

Intermediate (August 2006)

Lady MacLagon School, Lahore

Matriculation (Arts) (August 2004)

Experience **More than 5 years' experience in Teaching**

Latest Employment

English Teacher (Class 6th, 7th, 8th)

Abdali Grammar School, Abdali Road Lahore (2012-2016)

- Planning, preparing and delivering lessons.
- Preparing teaching materials.
- Helping pupils improve their listening, speaking, reading and writing skills via individual and group sessions.
- Checking and assessing pupils' work.
- Organizing and running specialist courses.
- Attending social events.
- Managing all school related events including hosting.

<u>Previous Job</u>	<u>English and Computer Teacher (6th, 7th, pre-9th)</u> <u>American Lycetuff, Chaburj, Lahore (2011-2011)</u> <ul style="list-style-type: none"> • Prepare and design effective curriculum assessment tools and instruction strategies. • Preparing of academic support material such as lesson plans. • Development Of Reading Material development Of Curriculum Class Décor. • checking and assessing pupils' work. • Organizing And Running Specialist Courses. • Attending Social Events. • Managing All School Related Events Including Hosting.
<u>Computer Skills</u>	Microsoft Office, Internet, Email.
<u>Interests</u>	Reading Books, Chess, Puzzles.
<u>Reference</u>	Can be provided on request.