**lqra Khan**

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**Summary**

Responsible elementary school teacher with excellent communication skills demonstrated by 3 years of teaching experience. Passion for education, especially science education for girls. Motivated, enthusiastic educator with a strong desire to foster a cohesive student learning atmosphere. Specialize in managing students effectively and maximizing learning opportunities in diverse classroom settings.

**Core Qualifications**

* Masters Political Science (University of Punjab)
* B.Ed (Allama lqbal Open University)
* B.A (University of Punjab)
* FSc (Army Public School & College)

**Core Skills**

* Effectively work with parents
* Teaching with passion
* Tutoring and counseling of students
* Class management without being strict

**Achievements**

• Initiated, organized and implemented an instructional program to adapt the learning environment so that children feel encouraged to fulfill their academic potential.

• Planned and implemented remedial programs for children requiring additional assistance.

• Worked closely with parents and community to maximize their involvement in school activities and to ensure the development of more resources for the school.

• Initiated relevant changes to instructional plans and activities.

**Professional Experience**

**Elementary Teacher**

January 2012 to December 2015

**Peak Alma American School System**— Lahore, Punjab

March 2015 To May 2017

**Allied School System**\_\_\_ Lahore, Punjab

• Teaching all areas of the elementary curriculum;

• Taking responsibility for the progress of a class of elementary-age pupils;

• Organising the classroom and learning resources and creating displays to encourage a positive learning environment;

• Planning, preparing and presenting lessons that cater for the needs of the whole ability range within their class:

• Motivating pupils with enthusiastic, imaginative presentation; maintaining discipline;

Preparing and marking work to facilitate positive pupil development;

• meeting requirements for the assessment and recording of pupils' development;

• Providing feedback to parents and careers on a pupil's progress at parents' evenings and other meetings;

• Coordinating activities and resources within a specific area of the curriculum, and supporting colleagues in the delivery of this specialist area;

• Working with others to plan and coordinate work;

• Keeping up to date with changes and developments in the structure of the curriculum;

Organising and taking part in school events, outings and activities which may take place at weekends or in the evening;

Liaising with colleagues and working flexibly

**Education and Training**

**Masters in Political Science**

**University of Punjab** — Lahore, Punjab, Pakistan

**B.Ed**

**Allama lqbal Open University**— Lahore, Punjab, Pakistan

**BA**

University of Punjab – Lahore, Punjab, Pakistan

**FSc**

Army public School and college Mailsi Garrison

**References**

Will be furnished on request