**Fouzia Fatima**

Cell # +92-03024282422

Email: [fozia\_fatima71@yahoo.com](mailto:fozia_fatima71@yahoo.com) **Education and Training:**

M.Phil (English) Bahauddin Zakariya University, Multan. 2018

M.Ed AIOU (Islamabad) 2018

PGD in Montessori: University of the Punjab, Lahore. 2015

B.Ed University of Education, Lahore 2013

M.A (English) University of the Punjab, Lahore 2011

B. Sc University of the Punjab, Lahore 1992

F. Sc (Pre-Medical) BISE, Lahore 1990

Matric (Science) BISE, Lahore 1987

**Career objectives**

The first and foremost objective of my life is to achieve a name, fame and status for myself by means of hard work and diligence. I want to work in such a way that my family and teachers feel proud on me. No matter which institute hires me, I will try my utmost to prove myself a hard working.

**Professional Experience:**

1. (1992 to2000) Worked as a teacher (Lahore Public School Lahore Cantt).

Taught maths , computer, science and, English grade 1 to 8th,

Biology, Chemistry to class 9th and 10th

1. (2004) coordinator and Teacher (Educator Al-Marooj Campus Riwaz Garden Lahore)
2. (2004) Worked as teacher (Abdali Grammar School Sanda RoadLahore).
3. (2005to2013) VP, senior teacher& trainer (Johar Education System Sannat Nagar Lahore)
4. (2015 to 2018) Principal ,VP and also worked as preschool teacher’s trainer, taught English classes 9th,10th morning and 1st year and 2nd year evening (Unique Group of Institutions Lahore)
5. (2018 ) working as O Level teacher and coordinator in American Lyceum School.

**Foreign Experience:**

2003 Worked as a preschool teacher in an international school, Saudi Arabia.

**Areas of Expertise:**

Management, Planning, Forecasting, Supervision, Research, Staff induction and development, Administration, Curriculum making and development

* Supervised and prepare all reports and activities with responsibilities in planning, forecasting reporting and education development.
* Introduced new method and ways to improve student’s capabilities.
* Responsible for all affairs of student’s development and progress.
* To make possible parent teacher co-operation.
* Recognized for efforts in curriculum development.
* Supervised all curricular and Co curricular activities

**Language:** Urdu, English, Punjabi.

**Interests& activities:**

Reading, Net Surfing, Ms Office.

**References**

1. Dr. Ghulam Murtaza

Assistant Professor

CASP, GC University, Lahore

E-mail: [**gmrai@gcu.edu.pk**](mailto:gmrai@gcu.edu.pk)

PH# 042-99210938, Cell# 03214263536

1. Dr. Naveed Ahmed

Chairman English Department

BZU, Multan

E-mail: **chairmanenglish@bzu.edu.pk**

**PH# 03336115887**