

**Samina Aslam**

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# OBJECTIVE

**EXPERIENCE**

Aspirant/committed to provide quality life to people for the resilient community and protecting the environment from serious issues.

# EDUCATION

## MSc Disaster Management• 2019 -21(Evening Program),University of Engineering & Technology, Lahore(Currently undergoing )

**BS Environmental Sciences • 2016 University of the Punjab, Lahore** CGPA 3.20

**F.Sc (Pre-Engg) • 2012**

**Army Public School & Collage, Gujranwala Cantt.**

## Matriculation • 2010

## Army Public School & College,

## Gujranwala Cantt.

# COURSES

**Basic Teaching Education Course**

(30-31 July 2018)

## Early Childhood Learning Course

(8-13 August 2019)

# SOFTWARE EXPERTISE

## Microsoft Office

Microsoft Word

Microsoft Excel

Microsoft PowerPoint**Worked in Army Public School, Askari XI, Lahore as**

**Preschool Teacher** and **Coordinator** (for Prep Grade, 2017-2019)

* Conducted coordination meetings, informing with all the upcoming tasks, guiding & evaluating work and maintaining coordination file.
* Incharge of **Co-Curricular Activities (CCA)** and maintained CCA register**.(Session 2018-19)**
* Developed **Listening English Improvement Plan (LEIP)** for Preschool.
* Developed **School Improvement Plan (SIP)** and **Class Improvement Plan (CIP)** for Pre School.
* Conducted International HRCA Creative Writing and Quiz Competition.
* Received Certificate of **“Best Teacher of the Year 2018”** from HRCA.
* Conducted Inset Workshop on **“Parent-Teacher Relationship”** and proposed guidelines for it.
* Prepared one of my students to participate in **FANCY Dress Show Competition** organized by **Pakistan Space and Upper Atmosphere Research Commission (SUPARCO)** where school secured 3rd position among 53 schools.
* Developed Activity Based Documents like Say No to Pollution, Earth Day, Plantation Day, Tarbiyat Program, Stop Bullying in School etc

Worked in **Garrison Academy Junior Campus, Gujranwala Cantt** as

• Class Teacher and incharge of Co-Curricular Activities (9 Dec 2016 to 10 Jun 2017).

• Taught Science subject to 4th, 5th & 7th grade with practical approach (following laboratory tools & methods) & relating simple phenomena with daily life activities.

## Internship • Crescent Bahumen Limited, Pindi Bhattian 12/08/2014 – 12/09/2014

* Assisted as Environment Health and Safety(EHS) Trainee.
* Witnessed Water Treatment Plant of the company understanding various treatment patterns of textile waste water.

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| **PROJECT WORK**   * Worked on an Exclusive Research project **“Guidebook Montessori Education”** for Pre School formulating guidelines for parents & teachers for effective learning process. * Worked on developing a booklet named **as “Preschool Teacher’s Guide”** for effective teaching techniques in classroom.   **TRAININGS**   * Attended training workshop and Drill on **EMERGENCY RESPONSE**, held by PAK SAFETY SOLUTIONS Lahore on 22 Jan 2015. * Training on Presentation Skills by APSACS.   **COMMUNICATION**  Fluent in English and Urdu.  **VOLUNTEER WORK**  At **Albayrak Spring Festival** 2015, Fort Road, Lahore (March 26,27 2015). | **TECHNICAL COMPETENCIES & KEY SKILLS**   * Strong Communication and Presentation Skills. * Proficiency and Good command of written/spoken English and Urdu. * Maintaining Official Documents. * Training, timely Project management skills. * Lesson Planning & Students Evaluation Expertise. * Formulate strategic methods for slow learners in class. * Extensive judgment and originality to evaluate different aspects. * Teaching science subjects effectively up to class 8th. * Ability to process data, see patterns/trends and draw accurate conclusions. * Skilled in action planning and task orientation   **WORKSHOP ATTENDED**   * Attended APSACS workshop on **Emotional Intelligence** held at Garrison Academy Teachers Education(GATE)   **REFERENCE**  Can be entailed on demand |