|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Humaira Anwar** | | | | | | | | | C:\Users\Waqas\Desktop\IMG_0470.JPG | |
|  | | | | | | | | |
| ***Date of Birth :*** |  | 05th Nov 1983 |  |  |  | | |  | |
| ***Address:*** | H. No. 158/B, St# 8, Yasrab Colony Walton Road, Lahore Cantt | | | | | | | |  | |
| ***Contact:*** | (92323-4149040) | |  | | ***Cell:*** | (92321) | 4965471 | |
| ***Email(s):*** | humaira\_anwar@yahoo.com | | | | | | | |

|  |  |
| --- | --- |
| **Objective:** | With my experience and knowledge, I would like to bring a major change in the education system by implementing innovative ideas and ideals. As an intelligent communicator, I would like to interact with lots of people, and work as a self-motivated person for planning organizational procedures and practices. |

**Résumé Summary:**

**Experience** *(most recent on the top)*

|  |  |
| --- | --- |
| **Organization :** | **Sir Syed Higher Secondary School & College** |
| Organization Type : | Private School/college |
| Designation : | College Teacher |
| Tenure  Brief Job Description : | 1st Oct 2016 to continue  Work as Senior Teacher in multiple subjects like Urdu, English, Punjabi, Home Economics, Pak Studies. |

|  |  |
| --- | --- |
| **Organization :** | **Qurban & Surraya Educational Trust** |
| Organization Type : | Private School |
| Designation : | Teacher in Senior Section |
| Tenure : | 6th June 2007 to 10th Sep 2016 |
| Brief Job Description : | Work as Senior Teacher in multiple subjects like Urdu, English, Punjabi, Education, Home Economics, Pak Studies. |
|  |  |

**Professional Certification & Academic Education** *(most recent on the top)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr.** | **Certification / Degree** | **Board / Institute** |  | **Passing Year** |
| 1. | M.Phil. Urdu | Lahore Leads University |  | 2019 |
| 2. | M.A Urdu Lit | University of Punjab |  | 2009 |
| 3 | B.Ed. | Allama Iqbal Open University |  | 2009 |
| 4 | B.A | Qurban Degree College |  | 2003 |
| 5 | Intermediate | Lahore Board |  | 2001 |
| 6 | Matric | From Lahore Board |  | 1999 |

**Computer Skills and Other Abilities**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr.** | **Skills & Abilities** | **Proficiency Level** | **Last Used / Practiced** |
| 1 | MS Word | Excellent | Currently Using |
| 2 | MS Excel | Average | Currently Using |
| 3 | Inpage | Excellent | Currently Using |
| 4 | PowerPoint | Excellent | Currently Using |

**Short Courses**

|  |  |
| --- | --- |
| **Sr.** | **Description** |
| 1 | P.G.D in English Lit from NIMS |
| 2 | Diploma in Library Sciences |
| 3 | Diploma in Boutique Fashion Designing |
| 4 | Diploma in English Language |
| 5 | Diploma in Painting (Mirror, Fabric, Oil |

**Interest**

|  |  |
| --- | --- |
| **Sr.** | **Description** |
| 1 | Book Reading |
| 2 | Book Writing |
| 3 | Internet Surfing |

**Personal Information**

|  |  |
| --- | --- |
| Father’s Name : | Ch. Muhammad Saghir Anwar late |
| Marital Status : | Single |
| CNIC No. : | 35201-8891410-2 |
| Religion : | Islam |
| Language Competency : | English, Urdu , Punjabi |
|  |  |

**References**

Provided on Demand.