**EMIN JABBAR**

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St No. 2, Jalal Park, Harbencepura Road, Lahore Cantt.

PAKISTANI**OBJECTIVE:**To work for an institute as an English Teacher where strong administrative and English related skills can be put to good use for the benefit of the institute.**ACADEMIC RECORD**

**●M.A** in English from NUML University,Lahore (1st Division)

**●B.A** from Queen Mary College,Lahore ( 2nd Division)

**●F.A** from Queen Mary College (2nd Division)

**●Matric** from Azam Garrison School (1st Division)

**EXPERIENCE**

**●**8 Months (continue) experience as an Teacher at **“The Broadway School”** Harbence pura Road,Lahore Cantt.

**COMPUTER SKILLS**

● Have command on generating the official letters and all other documentation work on Microsoft Word.

● Have command on making presentations on Microsoft PowerPoint and to present them in gentle way.

**OTHER CAPABILITIES**

• Proven record of working efficiently while unsupervised.  
• Ability to learn and develop on existing skills.  
• Fluent in writing, listening and speaking in English & Urdu languages.

• Comfortable doing two or more tasks at the same time without compromising quality of work.  
**EXTRA-CURRICULAR AWARDS**

• PRESENTED MY OWN THESIS IN INTERNATIONAL KINNARD COLLEGE CONFERENCE

• PARTICIPATED IN WORKSHOP ON QUALITAVTIVE RESEARCH METHODS IN NUML Lahore.

• PARTICIPATED 1ST ENGLISH LANGUAGE AND LITERATURE CONFERENCE AND LITERARY CONFERENCES IN QUEEEN MARY COLLEGE LAHORE.

PARTICIPATED IN TEACHING CONFERENCE HELD IN ALI TEACHING INSTITUTE

**REFERENCE :**  Reference will be furnished on demand.