

HUMAIRA ASGHAR ALI

House no 290, Street 5 Sector D Akhtar colony, KARACHI.
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D.O.B: 14th July 1992 | Nationality: Pakistani

OBJECTIVE

Passionate, competitive, caring and driven individual. I seek challenging assignment and responsibility to excel in my field and to make a sound position and work enthusiastically to achieve goal with devotion and hard work. Now I want to utilize my skills within your school and take them to new heights as well as start a new adventure where I can implement and develop my current skills further and gain new ones.

EDUCATION

2014-2015	DHACSS Kids Campus Karachi Montessori course
2009-2011	Government College for Women Shahrah-e-Liaquat Karachi Bachelors of Arts
2007-2009	Government College for Women Shahrah-e-Liaquat Karachi Intermediate Arts
2004-2006	St. Mary English High School Karachi Matriculation Science

EXPERIENCE

MONTESSORI DIRECTRESS:

DHACSS SKBZ COLLEGE PHASE VI, Karachi

August 2015 – December 2017

Duties and Responsibilities

- Library Incharge.
- Taught English, Mathematics and Urdu to Kinder garden students.
- Observed, guided, supervised, and assessed children while they learn in the classroom environment.
- Developed lesson plans, independent learning exercises, curricula, and methods that cater to the needs of the individual child.

- Created and maintained a safe, clean, stimulating classroom where all children feel safe and valued.
- Established rapport and build relationships with students based on trust.
- Monitoring and assessing student progress and writing up reports.
- Ensured classroom supplies and equipment's are available and in working condition.
- Updated records on the school database and handled various other administrative tasks.
- Participated in school activities and accompanied students on field trips.

PERSONAL ATTRIBUTES

- Ability to take responsibility
- Self-motivated and prepare to take initiative
- Ability to work either autonomously or as part of team
- Excellent written and verbal communication skills
- Highly Adaptable

CERTIFICATE

- **YMCA POLYTECHNIC INSTITUTE Karachi**- Computer course in BASIC LEVEL which included MS-Office, MS- Windows and Internet both theoretical and practical.

OTHER QUALIFICATIONS

- Excellent written and verbal communication skills.
- Proficient in Microsoft Office (EXCEL, POWER POINT, and WORD).

HOBBIES & INTEREST

I read books religiously. Reading is a part of my everyday life. Love to travel also and experience life through different varieties of cultures and people.

REFERENCES

To be available upon request.