

PROFILE

To work with the team of qualified professionals in the challenging environment to boast up my skills, confidence, and talent to prove myself as devoted.

Dedicated, and competent personality. So that, whatever expertise, Training, and skills, I have gained will be developed and shared in the future growth of the institution

CONTACT

PHONE:
056 780 0502
055 345 4479

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aasma.sohail123@gmail.com

SKILLS

Administrative skills
Cross Cultural Communication
Leadership/Mentoring
Office Automations
Conceptual& Interpersonal

LANGUAGE

English
Urdu
Punjabi
Arabic Can understand but speak little.

PERSONAL

Date of Birth: 17-02-1989
Marital Status: Married
Religion: Islam
Nationality: Pakistan
Visa: Husband Visa

AASMA SOHAIL

TEACHER – ENGLISH, COMPUTER GRADE I-III, KINDERGARTEN.

WORK EXPERIENCE

Emirates Future International School ABU DHABI
KINDERGARTEN TEACHER (KG 1-2) 2018–2020

AL MAALI INTERNATIONAL PRIVATE SCHOOL ABU DHABI
KINDERGARTEN TEACHER (KG 1-2) 2012–2013

ZIA SIDDIQUE FOUNDATION – PAKISTAN
KINDERGARTEN TEACHER (KG 1-2) 2008–2012

Job Description

- Prepare children for their future and academic lives by promoting their mental, physical, and social development
- Teach all subjects and organize lesson in a way that keep the children active and alert.
- Keep the attention of the students and foster a productive learning environment. create lesson
- Plans that are designed to be natural extensions of their curiosity.
- Introduce subject that will continue to build in later grades, lesson plans, or often built around teaching basic math,
- Reading, and writing skills.
- Attended to children's basic needs
- Teach basic skills such as coloring, shapes, number and letter recognition, personal hygiene, and social skills.
- Establish and enforce rules for behavior and procedures for maintaining order.
- Organize and lead activities designed to promote physical, mental, and social development such as games, arts, and craft,
- Music, storytelling, and field trips.
- Assisting in the Planning and Implementation of daily program of the lead teacher.
- Prepare daily Plan and activities.
- Observe and evaluate student's performance, behavior, social, development and physical health.
- Adapt teaching methods and instructional material to meet students varying needs and interests.
- Plan and conduct study related activities.
- Teaching student's basic computer literacy and usage (focus 1eld o" study is information technology)
- Organize, maintain, and manage class systems in proper working condition.
- Teach students and learners to use computers. Design and develop appropriate computer instructional material. Manage
- and monitor student behavior. initiate and implement systems, procedures, and other student management issues

EDUCATION – DIPLOMA - CACHE

CACHE LEVEL 3
(2022-2023) EXCEED COLLAGE TAITO EDUCATION DUBAI

DIPLOMA MONTESSORI TEACHER TRAINING
(2011-2012) AYAN MONTESSORI INSTITUTE PAKISTAN

BACHELOR OF EDUCATION (B. ED)
(2010) ALLAMA IQBAL OPEN UNIVERSITY PAKISTAN

BACHELOR OF ART IN COMPUTER SCIENCE (BA)
(2008) PUNJAB BOARD PAKISTAN

INFORMATION AND COMPUTER SCIENCE (ICS)
(2006) PUNJAB BOARD PAKISTAN