

# CURRICULUM VITAE

**FATHIMA FARHA NAAZ**

**Chemistry Teacher  
(NEET / JEE Faculty)**

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## **CAREER OBJECTIVE:**

Qualified and Resourceful Teacher with Master's degree in Chemistry and Bachelor's degree in Education where my strong dedication to the total development of children and high degree of enthusiasm can be fully utilized.

## **CAREER PROFILE:**

Charismatic and Dependable Teacher with more than 7 years of experience in delivering the educational assistance and instruction to various levels of learners.

## **AREAS OF EXPERTISE:**

- Immense ability to educate students on the various aspects of Physical Science.
- Create ability to facilitate learning amongst wide range of learners.
- Extensive knowledge in Organic Chemistry, Inorganic Chemistry, Analytical Chemistry and Physical Chemistry.
- Exposure in teaching NEET/ JEE Curriculum Standards.
- Able to teach up to grade 12 in any of the curriculum.
- Excellent Knowledge to produce the levels of scientific literacy.

## **PROFESSIONAL WORK EXPERIENCE AS A TEACHER:**

<b>Organization:</b>	<b>Global Indian International School, Abu Dhabi, UAE</b> (Affiliated to CBSE, New Delhi)
<b>Tenure:</b>	22.08.2022-30.04.2023
<b>Designation:</b>	Science Teacher (ADEK Approved)
<b>Organization:</b>	<b>Aurobindo Public School, Nalgonda, Telangana</b> (Affiliated to CBSE, New Delhi)
<b>Tenure:</b>	01.07.2020-11.03.2022
<b>Designation:</b>	Science Teacher
<b>Organization:</b>	<b>St.Alphonsus' High School, Nalgonda, Telangana</b> (Affiliated to Telangana State Board of Secondary Education)
<b>Tenure:</b>	June 2019-April 2020
<b>Designation:</b>	Secondary Grade Teacher-Science
<b>Organization:</b>	<b>MVR Concept School, Nalgonda, Telangana</b> (Affiliated to Telangana State Board of Secondary Education)
<b>Tenure:</b>	June 2016 –April 2019
<b>Designation:</b>	Teacher in Physical Science



## **Main Duties:**

- Deliver lessons that inspire students to succeed in order to achieve the best possible outcomes.
- Teamwork and collaboration
- Committed to developing positive relationships with all the members of the school community.
- Working alongside fellow teachers to plan engaging lessons that meet requirements of the curriculum.
- Working with parents to ensure the happiness and best academic outcomes for all the children.

## **Specific Duties:**

### **Teaching & Learning:**

- Clear understanding of the Curriculum
- Classroom management.
- Planning, developing and executing lessons as per curriculum standards.
- Planning and developing lesson plans and teaching outlines.

- Motivating pupils with enthusiastic, imaginative teaching.
- Improving teaching and learning to ensure appropriate monitoring, analysis and evaluation.
- Develop and enhance the teaching practices.
- Handling NEET / JEE Chemistry for high school students.
- Competency in using lab equipment and conducting lab sessions.
- Preparing and setting tests, examination papers and exercises.
- Evaluating student progress by ensuring fair and effective assessment procedures.
- Marking and providing appropriate feedback on oral and written work.
- Providing support for the academically low-performing students to help and get motivated to reach their potential.
- Attending and contributing to training sessions.
- Provided appropriate instruction for students and assessed their learning.
- Basic administration such as keeping student registers, attendance and anecdotal records.
- Organizing and getting involved in social and cultural activities such as sports competitions, school functions and excursions.
- Integrate all relevant aspects of safety into the teaching process and where necessary give special lessons on health and safety in line with National Curriculum requirements for safety education.

#### Behaviour Management and Duties:

- Follow the school's behavior policy.
- Manage classes effectively, using approaches which are appropriate to students needs in order to inspire, motivate and challenge pupils.
- Be a positive role model and demonstrate consistently the positive attitudes, values and behavior, which are expected of pupils.
- Make a positive contribution to the wider life and ethos of the school.

#### PROFESSIONAL WORK EXPERIENCE AS A LECTURER:

**Organization:** Padmavathi Degree College for Women, Warangal, Telangana  
(Affiliated to Kakatiya University, Warangal, Telangana)

**Tenure** June 2009 – March 2011

**Designation:** Lecturer in Chemistry



#### Responsibilities:

- Prepare and deliver lectures to students on topics such as Organic Chemistry, Inorganic Chemistry, Analytical Chemistry and Physical Chemistry.
- Plan, evaluate and revise lesson plans and course content/materials and methods of instruction to facilitate and moderate classroom discussions.
- Supervise and handle student's laboratory work and teach proper use of chemicals and their interactions, danger signs, production techniques and disposal methods.
- Conduct chemistry labs with experiments and investigations.
- Evaluate and grade student's performance, Laboratory performance, Assignments and Papers.

#### ACADEMIC EDUCATION:

DEGREE/CERTIFICATION	EXAMINING BODY	PERCENTAGE	YEAR
Bachelor of Education, B.Ed. (Biological Science & English)	Azeezia College of Education, Nalgonda, Affiliated to Mahatma Gandhi University, Telangana	74%	2013
Master of Science, M.Sc. (Organic Chemistry)	St. Ann's College for Women (PG Centre), Hyderabad Affiliated to Osmania University, Telangana	77%	2009
Bachelor of Science, B.Sc. (Bio-Technology, Zoology, Chemistry)	S.R.Degree & PG College, Warangal, Affiliated to Kakatiya University, Telangana	89%	2007

#### AWARDS RECEIVED:

- Prathibha Puraskar Award by SFI in Bachelor Degree

#### PERSONAL INFORMATION:

**Father's Name** : Khaja Haseebuddin

**Nationality** : Indian

**Marital Status** : Married

**Languages Known** : English, Hindi, Telugu and Urdu