

ANILA ZAHEER

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PROFESSIONAL SUMMARY

Throughout my professional career so far I have been a devoted, passionate, hardworking and go getter resource to the organization I have worked for. A sharp learner and easily adaptable personality have made me go to resource for the management, I have been excellent at communication skills as well as I am constantly improving my teaching skills to cope with rapidly changing work environment so I can be able handle the pressure and deliver the state of art solutions to problems I have been given to solve well within the committed time.

QUALIFICATIONS

M Phil English Literature G.C University Faisalabad, Pakistan.	2011-2013
M.A English(Literature and Linguistics) National University of Modern Languages Faisalabad, Pakistan	2006-2008
B.ED G.C University Faisalabad, Pakistan.	2016-2017
B.A The University of Punjab Lahore, Pakistan	2004 -2006
F.A Govt. Degree College for Women Sangla Hill, Pakistan	2002-2004
Matric Govt. Degree College for Women Sangla Hill, Pakistan	2000-2002

DISTINCTIONS

- Research-fellowship at UNT, Texas, America
- Profession faculty development workshop in Nationalism, Cosmopolitanism and Globalization as part of UNT-NUML partnership program.
- 3RD Position in All Punjab Inter-University Declamation Debate Contest

PROFESSIONAL EXPERIENCE

Lecturer in English

Serving **National University of Modern Languages** since **January 2009** till date as Lecturer, where I am teaching subjects

- History of English Language
- Poetry
- General Linguistics
- Stylistics
- TEFL
- Four Communication Skills

Lecturer in English

- In have served Govt. College University Faisalabad from November 2014 to December 2015.

LITERACY IN COMPUTER

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint Presentation

PERSONAL SKILLS

- Excellent in verbal communication skills.
- Very good in official Writing in English/Urdu
- Possess good leading qualities
- A sharp learner
- Energetic and Devoted
- A team player who can also work individually in a dynamic and challenging environment.
- Well versed with latest teaching skills
- Good Subjects Knowledge