
ATTEYA SHAHNAZ

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PERSONAL SUMMARY

To merge my enthusiasm and talent for learning and teaching, I would like to utilize my lively and energetic attitude in teaching students in order to develop their professional skills and attitudes. With my administrative and institutional abilities, I would also work to perform administrative tasks and responsibilities. With the help of my cordial nature, I would like to build good rapport with students as well as teachers around me.

WORK HISTORY

A- English Lecturer (BPS-18) - National University of Modern Languages (NUM) -

1. Permanent Government Employee **Feb. 2007 - to date**
2. On Contract Employee **Feb. 2005 - Feb. 2007**
3. On Contract Employee **Summer 2004.**

B- English Lecturer (BPS-17) - Islamabad Model College for Girls (IMCG) -

Permanent Government Employee **Feb. - Oct. 2007**

C- English Thesis Supervisor - Allama Iqbal Open University Islamabad (AIOU) -

Permanent Government Employee **2010 - to date.**

I have supervised a variety of theses of MA TEFL students in AIOU, Islamabad.

D- English Teacher - Siddique Public School Rawalpindi (SPS) -

On Contract **Feb. - Oct. 2007**

TEACHING CLASS LEVEL

I have been teaching as a Lecturer at NUML Islamabad in the following courses:

- Foreign Students (Chinese PLA Officers & Saudi Cadets)
- M. A. ELT
- M. A. English
- B. S. English
- Advance Diploma in English
- English Language Proficiency Courses.

ACADEMIC QUALIFICATIONS

- A. **MPhil (English) - (Gold Medallist)- (3.9 CGP)** **Sep.2014-Aug.2016**
Air University, Islamabad, Pakistan
Majors (English Medium):

Critical Theories and Research, General Linguistics, Language and Identity, Postcolonial Studies, Introduction to Critical Discourse Analysis, Phonetics and Phonology of English Language, Stylistics, Research Methodology.

- B. MA TEFL - (67% - B Grade) 2009**
Allama Iqbal Open University, Islamabad, Pakistan
Majors (English Medium):
Educational Psychology and the Management of Learning, Language Variation and Stylistics, Semantics & Discourse Analysis, Psychology & Socio-Linguistics, Grammar & Phonology, The Language Skills, English for Specific Purposes.
- C. MA English (Literature & Linguistics) - (69.83% - B Grade) Aug. 2002 - June 2004**
National University of Modern Languages (NUML), Islamabad, Pakistan
Majors (English Medium):
Teaching of English as a Foreign Language, History of English Language & Historical Linguistics, Phonetics & Phonology, Grammar Syntax & Semantics, General Linguistics, Psycho/Socio Linguistics, Stylistics, History of English Literature, Criticism on Poetry, Drama, Novel & Prose, Essay Writing,
- D. B. Ed. - (66% - B Grade) 2005**
Allama Iqbal Open University, Islamabad, Pakistan
Majors (English Medium):
Educational Psychology & Curriculum, Perspective of Education, School Organization, Evaluation, Guidance & Research.
- E. B. Sc. (Graduation) - (54.25% - 2nd Div.) 2001**
F.G. College for Women, Islamabad, Pakistan.

RESEARCH CONDUCTED

- A thesis in MPhil English at Air University entitled: Aug.2016
"Genre Analysis of Book Reviews Published in Pakistani English Newspapers".
- A thesis in MA TEFL at AIU entitled: Jul.2009
"Using Songs for Teaching English Grammar".
- A thesis in MA English at NUML entitled: June2004
"Conflict between Ideals and Reality in Joseph Conrad's *Heart of Darkness*".

PAPERS PRESENTED

- Presented a paper in a seminar held at International Islamic University Islamabad entitled: March 2005
Trends in African Literature.
"Comparison of Chinua Achebe's *Things Fall Apart* & Joseph Conrad's *Heart of Darkness*".
- Presented a paper in an international Conference held March30-April1 2017
at METU, North Cyprus:
MAG2017
"Evaluative Markers in Book Reviews Published in the Pakistani English Newspapers".

RESEARCHES SUPERVISED

MA English/ MA ELT/ MA TEFL/ Advance Diploma in English Languages/ BS Hons. in English.

- **Multimodal Discourse Analysis of the Poster Covers** May 2017
of Academy Award Winning Animated Feature Movies.
- **Teaching Descriptive Writing Skills through Pictures** Jan. 2017
to Grade 6 in Urban Areas.
- **Depiction of Nationalism in Thomas Hardy's Novel** Jan. 2013

- The Return of the Native.*
- **Critical Discourse Analysis of Drone Attack News in One** Jan. 2013
of the Leading Pakistani English Newspapers, The Nation.
 - **Theme of Alienation in the Novel *Victory of Joseph Conrad*** Jan. 2013
 - **Social Stratification as Depicted in Mohsin Hamid's** June 2011
Novel *Moth Smoke*.
 - **Role of MA English (Literature & Linguistics) Degree** June 2011
for Teaching MA ELT Course at NUML.
 - **Influence of Classical Literature on Twilight Series.** Dec. 2010
 - **Comparison and Contrast between Jane Austen's Novel** Dec. 2010
Pride & Prejudice and its Post-1998 Film Adaption
(BBC Series)
 - **Merits and Demerits of Science Graduates while doing MA** Dec. 2009
in English (Language & Literature) at NUML – A Case Study.
 - **Depiction of Social Evils in *Nagamandala* by** Dec. 2009
Girish Karnad.
 - **Using Games for Teaching English Vocabulary at** Dec. 2009
Secondary Level.
 - **Role of Proverbs and Short Stories in Chinua Achebe's** Dec. 2009
novel *Things Fall Apart*.
 - **Effects of War on Hemingway's Characters in his** June 2009
Short Stories.
 - **Reasons for Students opting for B.A. with Elective English** June 2009
after doing F.Sc.
 - **The Technique of Using Dialogues for Teaching English** Dec. 2008
Grammar to the Students at SSC Level.
 - **Theme of Racism in Harper Lee's *To Kill a Mocking bird*.** Dec. 2008
 - **Error in the Use of Present Tense in the Written Work** Dec. 2007
of Class Ten at F. G. Model Secondary School, Quaid-e-Azam
University Colony, Islamabad.

ADMINISTRATIVE EXPOSURE

- Superintendent at Department of English - UGS - NUML** Jan. 2020 – to date.
- Semester Exams
 - Entrance Tests
 - Conducting Admissions Interviews.

SUBJECT EXPERTISE

- Have been teaching the following subjects since** Feb. 2007 – to date.
- Error Analysis – M Phil. Level
 - Socio/Psycholinguistics - M Phil. Level
 - Phonetics & Phonology - Masters Level
 - General Linguistics - Master Level
 - Creative Writing - Graduation Level
 - English Language Skills - Graduation Level
 - English for Specific Purposes – Graduation Level
 - Modern Novel - Graduation Level
 - TEFL

SKILL SET

Languages:

English (Excellent Written & Fluent Spoken), Urdu, Punjabi, (Native Dialects).

Inter Personal Skills:

• Confidence • Patience • Flexibility • Organizational and Planning Skills • Effective Communication • People Management & Leadership • Participating Events & Conferences

Info. Tech. Skills:

Dynamic Multimedia Presentations, Proficient in Microsoft Office (Word, Excel, PowerPoint), E-Mailing, English Composing & Typing, Technological Affinity with electronic discovery like Document Management Software, Google Meeting, Zoom Classes.

AWARDS & DIPLOMAS

Special Diploma in English Literature

(70.4% - A Grade) (2nd Position)

Allama Iqbal Open University, (Main Campus)
Islamabad, Pakistan.

Jan.-June 2002

Diploma in English Language

(78.4% - A Grade) (1st Position)

Allama Iqbal Open University, (Main Campus)
Islamabad, Pakistan.

Aug.-Dec. 2001

Seminars & Training Workshops:

Attended Seminars as followed:-

- **Master Trainer Training under TELS,** **Feb.6-10, 2017**
(by HEC), Lahore College for Women University
- **Workshop on Developing Corpus Linguistics** **Dec.17, 2015**
in Pakistan by Dr. Benet Vincent, Air University.
- **International Conference on Emerging Trends** **Dec.15-16, 2015**
of Researching Language, Linguistics and Literature,
Air University.
- **Faculty Development Training in Writing** **June09-20, 2014**
for Publication, UNT-NUML Partnership, NUML
- **Professional Development Faculty Workshop** **Nov.19-28, 2013**
on Writing Resource Center, NUML
- **23rd SPELT Conference** **November, 2007**
- **International ELT Conference, NUML** **Dec.13-15, 2006**
- **22nd SPELT Conference** **September 2006**
- **Workshop in the Teaching of Listening Skills, NUML** **Nov.21-22, 2005**
- **1st International Conference on American Literature,** **Sep.1-3, 2005**
NUML

Co-Curricular Activities

- **Attended the course National Women Guards** **Sep.29-Oct.24,1997**
- **Acted as Stage Secretary/ Compere in English** **Nov.23, 2001**
Speech Contest at NUML
- **Organized a Naat Competition at NUML** **Aug.23, 2011**