



SUMAIRA ASHRAF

ASSISTANT PROFESSOR

PERSONAL INFO

Email sumaira.ashraf@numl.edu.pk

Phone

0092-332-5344400

Citizenship

Pakistani

Marital Status

Married

Languages

English, Urdu, Punjabi

CORE SKILLS

- Teaching English Literature and Linguistics
- Teaching Pakistani Literature
- Exam preparation
- Class Room Management
- Creative Teaching and Learning strategies
- Ability to use Google Classroom & Zoom for Online Teaching

PROFESSIONAL PROFILE

Dedicated university teacher with 18 years of experience of teaching English Literature and Linguistics with proven ability to create a positive and imaginative environment for students. As a committed and experienced teaching professional, I love working with students and contributing to their development. My aim is to enhance the learning experience of students while challenging and inspiring them to deeper their knowledge and understanding.

EDUCATION

M.PHIL (ENGLISH LINGUISTICS) • 2012 (NUML)

MA (ENGLISH LITERATUR & LINGUISTICS) • 2003 (NUML)

CAREER SUMMARY

ASSISTANT PROFESSOR • MARCH 2016 - TILL DATE
NUML, ISLAMABAD

Key Responsibilities

- Use latest and creative teaching methods to ensure students participation in teaching learning process
- Prepare lectures in line with curriculum objectives and preparation for assessments
- Maintain record of each student progress (assignments, presentations and quizzes) all areas of the curriculum
- Supports students with counseling
- To deal with students of different social and cultural backgrounds

LECTURER • JAN 2006 - MARCH 2016

NUML, ISLAMABAD

Key Responsibilities

- Created interesting and challenging learning environment for teaching language skills
- Design syllabus for refresher courses
- Use latest AVAs to enhance students learning
- Teach language skills to Chinese students

