

NADIA KHURRAM ZAFAR

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Nationality: Pakistani

Religion: Islam

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PROFILE SUMMARY

- ☐ Over 20+ years of experience in the field of education, management, teaching, training, curriculum designing, research and development and administration of schools
- ☐ High expertise in managerial tasks, curriculum planning, public relation and counselling.
- ☐ An effective communicator and a quick learner with a flair for researching, identifying and evaluating new teaching methodologies

RECENT CAREER SUMMARY

September 2021 – Till date

- ☐ Head of Montessori Section at Quaid –e – Azam Rangers School & College, North Nazimabad Block A (Morning)

September 2023 – Till date

- ☐ Lecturer at Educational Sciences Department at National University of Modern Languages – NUML Karachi (Evening)

CERTIFICATIONS & COURSES

- ☐ Conducted training on “New Trends in Assessments” at QRS&C (2024)
- ☐ Conducted training on “Need for Empathy to Increase Academic Excellence in Students” at QRS&C (2024)
- ☐ Conducted training on “How to maintain Anecdotal Records” at QRS&C (2023)
- ☐ Conducted training on “Lesson planning and SMART objectives” at QRS&C (2023)
- ☐ Attended 3rd PAC Consortium at KSBL – Karachi(2022)
- ☐ “Managing a Successful School” from TRC – Teacher’s Resource Centre (2021)
- ☐ Attended Teacher’s Roadmap Conference by the Institute of Excellence in Learning & Teaching (2018)
- ☐ Two Days Workshop attended on “Quality Management System in School” at Marriott by AFAQ (2015)
- ☐ Certificate Course – Testing and Evaluation – MBA – EL - PAF KIET (2013)
- ☐ Certificate Course – Paradigm of Mentoring – MBA – EL - PAF KIET (2013)
- ☐ Conducted workshop In INSET on “How to unravel the mystery of history?” - (2012)
- ☐ PGCC (Post Graduate Certificate Course) Batch 2011-2012 in Education Leadership – TCS (2012)

- ☐ Attended Need-Based Workshop on “School Development Plan” – The City School PAF Chapter (2012)
- ☐ INTEL “Teach Course” - The City School PAF Chapter (2011)
- ☐ Conducted a Workshop in INSET on “How to make homework interesting for students”(2010)
- ☐ English Language Enrichment Programme The City School PAF Chapter – (2009)
- ☐ Attended multiple SPELT/ INSET / ERDC/ AFAQ/OUP Workshops and Conferences

EDUCATION

- ☐ PhD. Education from Hamdard University (In Process)
- ☐ ECCE (Early Childhood Care in Education) from IBA - Institute of Business Administration (2022)
- ☐ M.Phil. Education from Jinnah University for Women (2022)
- ☐ B. Ed. From Jinnah University for Women (2015)
- ☐ Masters in International Relations – (2001) University of Karachi – Karachi
- ☐ Bachelors in Humanities (Psychology, Political Science, Education) (1998) – P.E.C.H.S Girls College – Karachi
- ☐ Intermediate in Humanities (1995) – Saudi Arabian Intermediate College – Al Khobar – KSA
- ☐ Matriculation in Humanities (1993) – Saudi Arabian International School – Al Khobar – KSA

MEMORABLE ACHIEVEMENTS

- ☐ Invited as Guest of Honour at Steps Ahead Academy for Annual Prize Distribution (2025)
- ☐ Invited as Judge at Inter Schools Declamation Contest at Beacon Askari School – Cambridge Section (2024)
- ☐ Invited as Guest of Honour at KASBIT to speak on “Engaging University Students in Research Process” (2023)
- ☐ Invited as Guest of Honour by AFAQ at Best Teacher’s Award Ceremony (2021)
- ☐ Represented Jinnah University for Women through Online Sessions in the 21st cycle of Inter College Public Speaking Competition by Emirates Environmental Group – Dubai (2021)
- ☐ Received Best Principal Award from Senior Education Minister Mr Nisar Khoro at Liaquat College of Management Sciences (2016)
- ☐ Attended Allied Schools Principal’s Training (under Punjab Group of Colleges) at Muhammad Ali Jinnah University (MAJU) by Dr. Abdul Wahab, Former President of MAJU (2013)

PRIMARY SKILLS	
Computer Skills	INTEL Courses, MS Office, MS Excel
21 st century skills	Can collaborate, create, and critically analyse the tasks and situations aligned with academics
Communication	Can communicate in both languages; English and Urdu
Training & Development	<input type="checkbox"/> Training and Development of students and teachers according to the need of hour <input type="checkbox"/> Connectivity of students with national and international platforms. <input type="checkbox"/> Age-appropriate skill distribution and implementation

EXPERIENCE
<input type="checkbox"/> September 2023 – till date Lecturer in Educational Sciences Department at National University of Modern Languages (NUML) <input type="checkbox"/> September 2021 – till date Head of Montessori Section at Quaid – e – Azam Rangers School and College <input type="checkbox"/> April 2017 – 2021 Principal at Steps Ahead Academy PECHS campus (Start-up) <input type="checkbox"/> March 2013 – 2017 Principal at Allied Schools PECHS campus <input type="checkbox"/> March 2007 – 2013 Working as a Co-ordinator and a Teacher to Junior & Prep levels at The City School – PAF Chapter <input type="checkbox"/> February 2005 – 2007 Principal at Zafar Educational Academy (Start-up)

ACADEMIC CONTRIBUTIONS
<input type="checkbox"/> Compiled a set of workbooks (Playgroup – Nursery – Prep) for Montessori Section at QRS&C (2022). <input type="checkbox"/> Compiled Practical Books for Grades VI, VII & VIII (2018) at Steps Ahead Academy. <input type="checkbox"/> Compiled a Geography skills book for students of the Junior Section at The City School – PAF Chapter (2011) (Not Published)

RESEARCH PAPERS
<input type="checkbox"/> Article published on “Enhancing Physics Education for Level Students using Artificial Intelligence(AI)” – Dialogue Social Science Review (DSSR) Vol. 3 No. 4 (April 2025) https://thedssr.com/index.php/2/article/view/515 <input type="checkbox"/> Article published on “ The Role of Environmental Education in Fostering Climate Change Awareness and Action” – Remittances Review, Vol 9, No.2, 2024 https://remittancesreview.com/menu-script/index.php/remittances/article/view/1743

- ☐ Article published on “Application of Taba’s Model in Effective Lesson Planning at the Private Primary Schools of Karachi – Jahan – e - Tehqeeq, Vol 6. No. 4, 2023
<https://jahan-e-tahqeeq.com/index.php/jahan-e-tahqeeq/article/view/1027/918>
- ☐ Article published on “Disaster Management Strategies: A Moderating Role of Transformational Leadership Amid COVID – 19 For Survival of Organization Through Disaster Management” – Proceedings of the 10th International Conference on Arts and Humanities, Vol. 10, Issue 1, 2023 pp 77 - 94
<https://tiikmpublishing.com/proceedings/index.php/icoah>
- ☐ Paper published in PJER on “An Investigative Study on Validity & Reliability of Franchise Schooling Systems in Karachi” (M. Phil – Education – 2022)
<https://pjer.org/index.php/pjer/article/view/708/245>
- ☐ “Collaboration and Modernization in Teaching” (Summer – PGCC – 2012) at The City School PAF Chapter
- ☐ “Autonomy Oriented Education” (Spring – PGCC – 2012) at The City School PAF Chapter
- ☐ “Comprehensive Test Ban Treaty (CTBT)” (Thesis of M.A. International Relations - 2001) at University of Karachi

CONFERENCE PROCEEDINGS AT NATIONAL & INTERNATIONAL LEVEL

- ☐ Presented Article on “Learner’s Autonomy after COVID – 19 Pandemic in Pakistan at the 3rd International Anatolian Scientific Research Congress held on December 28th, 2022 organized by IKSAD Institute of Economic Development and Social Research of Turkey.
- ☐ Presented Article on “An Investigative Study on Validity & Reliability of Franchise Schooling Systems in Karachi” at the 5th International Culture, Art and Literature Congress held on December 13th, 2022 at Konya, Turkey organized by Seljuk University, Dilek Sabanci State Conservatory.
- ☐ Paper presentation on Use of Artificial Intelligence (AI) for Optimization of Social Media Marketing Practices of Micro – Finance Institutions at IOBM Karachi.

FUTURE PROSPECTS

- ☐ One of the most satisfying aspects of a career in education lies in helping students to build a foundation for future success. With the desirable qualities including strong management and leadership skills and sound decision-making ability, I believe in serving a reputable organization where I can independently apply my thoughts to further flourish an educational institution.