

## CURRICULUM VITAE

Hwaida Abdellatif Mohammed Abdellatif

Applied For Job : Schoolteacher

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### ◆ Personal Profile:-

Residence	Nationality	Date of Birth	Marital Status	Religion	Eqama Status
Riyadh	Sudanese	30-Jul-1996	Single	Islam	Transferable

### ◆ Career Objective:-

To get a job suitable for my experiences the process and qualifications of scientific & looking to gain more experience and knowledge in the area of specialization friction and work with experienced and higher qualified through Teamwork collaborator within an organization which offers all the ingredients for success & the pursuit of self-development through training courses, which enables of good functionality performance.

### ◆ Educational Qualification:-

1- **Bachelor** : B.C Honours In Science and Education -Specialization in (**Biology and Chemistry**)- Nile valley University Faculty of Education – Sudan – 2018.

2- **Diploma** in Computer .

### ◆ Professional Experiences:-

#### In Sudan :

- Atbra Elgadidah Secondary School for Girls from 2017 to 2018.
- Elwehda Primary School from 2015 to 2017.

### ◆ Job Description & Responsibilities:

- ✓ Planning, preparing and delivering lessons to all students in the class.
- ✓ Teaching according to the educational needs, abilities and achievement of the individual students and groups of students.
- ✓ Adopting and working towards the implementation of the school development.
- ✓ Plan of the particular school they are giving service in.
- ✓ Assigning work, correcting and marking work carried out by my students.
- ✓ Assessing, recording and reporting on the development, progress, attainment and behavior of one's students.
- ✓ Providing or contributing to oral and written assessments, reports and references relating to individual students or groups of students.
- ✓ Participating in arrangements within an agreed national framework for the appraisal of students' performance.
- ✓ Promoting the general progress and well-being of individual students, groups of students or class entrusted.
- ✓ Providing guidance and advice to students on educational and social matters and on their further education and future careers.
- ✓ Providing information on sources of more expert advice.

### ◆ Language:-

- ✓ Arabic : Mother tongue .
- ✓ English : Good in Oral , Read & Writing
- ✓ Years Practiced : More than 5 years.
- ✓ Last used : Still used in my Current position.

### ◆ Other Qualifications:

- Computer literate with excellent in office programs.
- Extensive internet use with high knowledge of handling information.
- Ability to work under pressure.
- Collaborate with team work and exchange experiences.
- Proficiency in use of Internet.

### ◆ High Personal Skills :-

Time management , interactive with staff , result oriented , self-motivated communicative , on time Problem solving , ability to thrive in a diverse culture , well versed in negotiation and diplomatic manner, dealing by a mature demeanor , useable and engaging output both written reports and confident face-to-face presentation.

### ◆ Target Job:-

Job Type	Job status	Job Location	Category	Desired Salary
Employee	Full Time	KSA / Any City	Education	Negotiable

### ◆ References:-

Will be provided upon request.