

Shabana Ali

Seeking a challenging position that may provide me with a platform to realize my potential through the mediums of written and verbal expression.



EDUCATION

University of the Punjab (Institute of English Studies), Jannat Rd, Quaid-i-Azam Campus, Lahore — *M.A. English*

1999 - 2001

Lahore College of Women University, Jail Rd, Jinnah Town, Lahore — *B.A. (English Literature & Islamiyat)*

1997 - 1999

EXPERIENCE

ARVO by PGC, 179-Abu Bakar Block, Garden Town, Lahore — *HOD English (Matric)*

JUNE 2023 - PRESENT

Leading a team of curriculum developers in crafting digital learning resources for Matric & F.Sc students across the PGC educational network. Currently, authoring a reference book for use by Intermediate Federal Board students of PGC.

The City School, 105-A, Muslim Town, Lahore (Boys Campus) — *English Teacher (O Levels)*

AUGUST 2020 - JUNE 2023

Taught the curriculum for GCSE English Language (1123) . Worked as Co-ordinator O Levels at this campus.

Unique Group of Institutions R&D, 112-A, Muslim Town, Lahore — *Assistant manager English (Matric & Intermediate)*

JULY 2017 - JULY 2020

Supervised a team of Research Associates as Section Head, developed curriculum for students of UGI, and co-authored notes of FTB Matric English.

CONTACT INFO

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SKILLS

Communication Skills,
Listening Skills, Problem Solving, Analytical Skills, Curriculum Writing, Stress tolerance

LANGUAGES

English (Full Professional Proficiency)

Urdu (Native Proficiency)

Beaconhouse School System, 224-R-II Johar Town Lahore (Boys Campus) — English Teacher (Matric & Pre O Levels)

FEBRUARY 2012 - JULY 2017

Taught Pre O Levels and Matric English curriculum. Served as Housemistress (Stallion House) and as In-charge Journalism Club at this campus.

NOTABLE PROFESSIONAL PROJECTS

Professional trainings — As a Teacher Trainer

Imparted training as DSLR (on child protection). Conducted training sessions during INSET 2021,2022 (TCS) on Inclusive classrooms, Differentiated Tasks, Lesson Planning etc.

ARVO Digital Books — Initiative for the Digitalisation of Education

Working on Federal Board English- 1st year (2025) to be published by ARVO. Assisted in development of Punjab Board Inter English Books. Supervised resource development for ARVO portal- Punjab Board Matric, and assisted the development of ARVO portal - Punjab Board Inter.

UGI Publications — Co-author of Unique Notes (English)

Worked as co-author for notes of Federal Board Matric published by Unique Group of Institution published in 2020. Reviewed notes for Punjab Board Matric & Inter, as well as textbooks for Middle school Science & Islamiyat English medium for Matric classes (2017-2020).

Academic Writing — Wrote Ph.D Theses in Linguistics (as a freelancer)

Some noteworthy papers include :

“A Case study of Translations (Javed Nama)”

“Coke Advertisement in Pakistan (A Perspective of Cultivation Theory)”

“CDA of PTB textbooks for secondary classes through Fairclough Model”

PROFESSIONAL CERTIFICATIONS

ITTE (Initial Teacher Training Education) — Modern Teaching Methodologies (by The City School)

DRP Programme (Developing Reflective Practitioners) — Reflective Pedagogy (by BSS)