

FULL NAME NAHLA BDRELDIN MOHAMED ALI

- **Date of birth:** 3/12/1994
- **Gender :** Female
- **Address:** Sudan, Khartoum Bahri
- **Phone Number:** 249969290037
- **Email:** fame21.be@gmail.com
- **Marital status:** Single
- **Religion:** Muslim
- **Nationality:** Sudanese

SKILLS SUMMARY

- WRITE AND FORMAT DOCUMENTS
- EDIT AND REVISE DIRECT MAIL COMPONENTS
- MICROSOFT Office / WORDPRESS
- RESPECT FOR DIVERSITY/ WORKING IN TEAMS
- EXCELLENT MANNERS/ GOOD CUSTOMER SERVICE
- INTEGRITY, FLEXIBILITY AND ACCOUNTABILITY
- GOOD ORGANIZATIONAL, PLANNING SKILLS
- COMMITMENT TO CONTINUOUS LEARNING
- DEMONSTRATED COMMITMENT TO LEARNING AND USING LEARNING TO STRENGTHEN PRACTICE
- ABILITY TO THRIVE AND ACT INDEPENDENTLY IN A HIGH PRESSURED, RESULTS FOCUSED, DYNAMIC ENVIRONMENT

EDUCATION

**THE DEGREE OF BACHELOR OF ENGLISH LANGUAGE-
ARABIC LANGUAGE (DEC/2017) FULL-TIME**

- **THE NATIONAL RIBAT UNIVERSITY 2013-2017**

• FACULTY OF LANGUAGES AND TRANSLATION *Khartoum, Buri*

• AL NOOR PRIVATE SECONDARY GIRLS SCHOOL

2012 *مدرسة النور الثانوية الخاصة بنات/القسم الأدبي KHARTOUM, BAHRI*

EXPERIENCE

- Teacher assistant/ PROGRESS INTERNATIONAL SCHOOL
Khartoum, Manshiya 2018
- ENGLISH TEACHER / 2020 – بحري ، بنات ، *Khartoum, Bahri*
- ENGLISH TEACHER ASSISTANT/ 2020 أم القرى الأساسية بنات *Khartoum, Bahri*

RESPONSIBILITIES

- Monitor students in the use of learning MATERIALs and equipments
- Tutoring, organising daily activities and keeping students on tasks
- Working at both kindergarten reception and primary levels. As well as in activities outside the traditional classroom
- use relevant technology to support and differentiate instructions
- Manage student behaviour in the classroom by establishing and enforcing rules and procedures.
- Maintain discipline in accordance with the rules and disciplinary systems of the school.
- Provide appropriate feedback on work.
- Encourage and monitor the progress of individual students.

- Maintain accurate and complete records of students' progress and development.
- Update all necessary records accurately and completely as required by laws, district policies and school regulations.
- Prepare required reports on students and activities.
- Participate in department, school, district and parent meetings.
- Communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs.
- Establish and communicate clear objectives for all learning activities.
- Prepare classroom for class activities.
- Provide a variety of learning materials and resources for use in educational activities.
- Sometimes it include Assign and grade class work, homework, tests and assignments.
- Demonstrate preparation and skills in working with students from diverse cultural, economic and ability backgrounds.
- Encourage parent and community involvement.
- Obtain information for parents when requested, promptly return phone calls and answer emails.
- Participate in appropriate professional activities.
- Participate in extracurricular activities such as social activities, sporting activities, clubs and student organizations as directed.

LANGUAGES

Arabic *NATIVE*
English *FLUENT*

REFERENCES

[Available upon Request]

PERSONAL ACHIEVEMENTS

عضو بمبادرة اليونيسف السودان للقضاء على العنف النوعي ضد المرأة ٢٠١٩

عضو بمبادرة حفاوة للصحة النفسية ٢٠٢٠

عضو بمبادرة كفاح للصحة النفسية ٢٠٢٠