

# Noura Hamed Al-Harbi

## WORK HISTORY

### Arabic Teacher

ALMutakadima International Schools, Apr 2020 to Jan, 2021.

- Build and maintain co-operative relationships with both pupils and their parents/guardians.
- Work with parents and governors to maximize their involvement in the school and the development of resources for it.
- Co-operate and work with others.
- Meet your targets and contribute to those of the team as a whole.
- Support colleagues and contribute towards the smooth running of the team and the school.
- Adhere to and promote all school values, policies and procedures.
- Maintain your professional development and currency with the applicable curriculum and current educational thinking and practice by personal study and attendance at courses, workshops, meetings and reviews.

### Arabic Teacher

Neyar Schools, Jan 2020 to Dec 2020.

- Teaching all applicable areas of curriculum insert additional information as required.
- Organizing classes and taking responsibility for the progress of classes.
- Maintain discipline whilst motivating pupils and facilitating their development to meet targets.
- Planning, preparing, presenting and marking classes in an imaginative, positive, stimulating and active way, facilitating development and meeting the needs of the whole ability range within the class.
- Regularly reviewing classes and your teaching methods.
- Maintaining required records, including assessment and recording of pupils' development, including, as applicable insert.
- Providing feedback of pupils' progress as required.
- Health and safety in the classroom and in the school environment.

## ACADEMIC HISTORY

### King Saud University

Master's Degree in Education, Specialize in Pedagogy,  
Graduation Project: The fact that middle school teachers practice concepts of human relations in their dealings with female students, 2021.

### Qassim University

Bachelor's Degree in Arabic Language, Specialize in Educational, 2013.

## SKILLS & INTERESTS

- Excellent Analytical & Interpersonal Skills.
- Organization Skills.
- Observation & Communication Skills.
- Motivated & Dedicated.
- Attention to Detail.
- Time Management & Class Management Skills.
- Professional Development.
- Lesson Plans.
- Innovative Lesson Planner.
- Use Multimedia Technology.
- Learning Styles & Tailoring Assignments.
- Proficiency in MS Office.

## PROFILE SUMMARY

Charismatic and dependable Arabic teacher with experience delivering educational assistance and instruction to various levels of learners. Committed to providing students with necessary tools to achieve academic goals, instilling love of learning, cooperative teamwork, student-centered teaching with a focus on tailored lesson plans that cater to individual learning styles and methods. Adept in application of excellent communication and problem solving skills. Familiar with the difficulties of introducing students to a new alphabet and a system of speaking and writing they have never encountered.

## CONTACT DETAILS

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## COURSES

- TOT.  
Rodna for Training.
- Time Management.  
Rodna for Training.
- Effective Communication Skills.  
King Saud University.
- First Aid.  
King Saud University.
- Self-Employment Awareness.  
King Saud University.
- Speaking & Body Language Skills.  
Motmaena Training Center.
- Technical Teacher.  
ALMutakadima International Schools.

## APPRECIATION

Thankful Letter.  
ALMutakadima International Schools.