

JUBEENA V.P



B.Sc. (Chemistry) & B.Ed. (Bachelor of Education)

Resident Visa, Qatar ID – Husband Sponsorship)

Qatar ID: 28735621504

Holding valid Qatar Driving License

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Objective

To impart and acquire skills and knowledge in the field of concerned while aiming towards higher growth and better prospects for the institution through my competency, hard work, dedication for the organization and adaptability at multidisciplinary jobs.

Educational Qualifications:

Course	University	Year Of Passing	Marks
SSLC	State Government	2004	84%
Plus Two	State Government	2006	83 %
B.Sc. Chemistry	MES Mampad College, Calicut University	2009	82%
B.Ed.	Jamiya Nadwiyya, Edavanna, Calicut University	2014	68%
MBA	Bharathiar University (Distance Education)	2019	58%

Achievements

- AFC Volunteer (Asian Football Cup, 8th January 2024 to 2nd February,2024)
- Promoted from Class Teacher to Coordinator role.
- HACCP Level 3 certified [Qualification number: 603/2231/7]

Previous Work Experiences:

Worked as a Science teacher in (Middle Section) in MESIS Doha, Qatar from March 2021 to June 2023.

Roles & Responsibilities:

- *Organizing and delivering classroom lectures to students both online and offline.*
- *Preparing lesson plan and split ups.*
- *Evaluating students' class work and assignments.*
- *Preparing classroom and homework assignments.*
- *Recording and maintaining accurate student attendance records and grades.*
- *Classroom management and maintaining discipline in the classroom.*
- *Preparation of question papers, blueprint and marking scheme.*

➤ Was appointed as Science Coordinator (1- 9th grade)

Duties Assigned:

- *Recommend and assist teachers with differentiating the science curricula.*
- *Provide suggestions for extension of lessons, integration of subject areas, and varied methods of assessment.*
- *Assist in the planning and coordinating special programs (e.g., Science exhibitions, class activities contests, etc.)*
- *Check lesson plans of all science teachers in each week and submit to the higher authority.*

- Was appointed as Bulletin board coordinator (5 to 12th grade)

Duties Assigned:

- *Instruct the class teachers to make their class room bulletin board as more attractive.*
 - *Instruct the teachers to change their bulletin board topics on special occasions [such as Qatar national day, Teachers day, mother's day etc.] and decorate bulletin board accordingly.*
 - *Encourage teachers only Theme based decorations.*
- Conduct an inspection on regular basis and submit the report to the principal.*

- Was appointed as GK & Moral Science Coordinator (1- 9th grade)

Duties Assigned:

- *Recommend to and assist teachers with differentiating the science curricula.*
- *Provide suggestions for extension of lessons, integration of subject areas, and varied methods of assessment.*
- *Check lesson plans of all science teachers in each weeks and submit to the higher authority.*
 - *Assist in the planning and coordinating special programs (e.g., Science exhibitions, class activities contests, etc.)*

Worked as a Food Quality Control Analyst in Signature Solutions ISO 9001:2015 CERTIFIED, Kerala, India [April 2019- May 2020].

Roles & Responsibilities:

- *Receiving and Documentation of the samples.*
- *Conduct physical analysis of received water samples.*
- *Perform chemical analysis of received water sample using Turbid meter, TDS Conductivity meter and titration method for analyzing different compounds present in the sample.*
- *Carry out Microbial analysis of received water sample using MPN technique and plate count method.*
- *Documentation of obtained results and informing the interested parties.*
- *Perform analysis of Oil and Fat content in the received food samples using Saponification, RM -PV Test, Iodine value detection test, Rancidity test.*
- *Perform Moisture content test, Water extract test in the received tea and coffee powder.*
- *Analysis of Spices and Condiments using Volatile and non-volatile Ether extract test for the analysis of flavor enhancer.*

Other Experiences:

Worked as chemistry Teacher in GGHHS, Manjeri, Kerala, India (Part of training).

Worked as Online Tutor, handling up to 10th Grade & Plus Two (CBSE).

Trainings / Seminars attended

- Role of Teacher in student's life & Class management
- Merits & demerits of Internet in our day to day life
- Role of Teacher in society

Personal Details

Nationality : Indian
Date of Birth : 26-11-1987
Language Known : English, Malayalam

Declaration

I hereby declare that the above-mentioned details are true to the best of my knowledge and belief

Jubeena V.P