

Academic Curriculum Vitae



Personal Information:

Full Name: **Sara Haiman Ali**
Academic Title: Assistant Lecturer
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Education:

- Master degree in International Relations, University of Nottingham, United Kingdom / 2012.
- BSc Political Sciences, University of Salahaddin, Erbil, Iraq / 2007.
- High School Certificate, literature department, Zahra Secondary School, Erbil, Iraq / 2003.

Employment:

1- From September 2008 to November 2009

Title of the Position Place / Office Manager /Ministry of Education

Description of the works:

- I hold the responsibility of the Mr. Minister's appointment and his email. Moreover, I was arranging the local formal letters.

2- From November 2009 to January 2011

Title of the Position Place / Office Manager / Ministry of Higher Education and Scientific

Description of the works:

- Organizing the minister's appointments and emails, signing local letters and taking care of those who would like to visit the minister.

3- From September 2012 to March 2013

Title of the Position Place / Head of the English Course for the HCDP program / Ministry of Higher Education and Scientific Research/KRG

4- From September 2013 to July 2014 - Part time

Title of the Position Place / Assistant Lecturer / Collage of Law and Political Science / University of Salahaddin

Description of the works:

- Teaching (English for University Students) Subject for the first year students.

5- From March 2013 – 2015

Title of the Position Place / Director of Scholarship Program (HCDP) / Ministry of Higher Education and Scientific Research/KRG

6- From September 2015_ on going

Title of the Position / Assistant Lecturer and Registrar / Collage of Political Science / University of Salahaddin

Qualifications

- Ability to teach undergraduate students.
- • Ability to implement new responsibilities.
- • Follow instructions well.
- • Knowledge and ability to utilize modern office equipment and softwares.
- • A hard working person.
- • Ability to work under pressure, flexible in working hours.
- • Work well in a team
- • Microsoft Word • Excel
- • Power Point
- Kurdish: (Mother Tongue). Excellent read, write, and speaking. Arabic: Excellent read, write, and speaking.
English: Excellent read, write, and speaking.
Turkish: Excellent read and speaking.

Teaching experience:

- teaching undergraduate students (International Terrorism, Reading Skills, General English).