

# ZAINAB ISRAR

Sociologist/Researcher/Teacher

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☎ 0334-5452827

📍 Mardan KP

## Summary

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Recent graduate with excellent research, technical and problem-solving skills. Detail-oriented and able to grasp new tasks quickly. Experienced in Social work activities, developing and interpreting quantitative and qualitative data, and seeking a position at an agency dedicated to positive social change and community development. A hard working and reliable individual with strong ability in communication skills. Highly organized, proactive and punctual with team-oriented mentality.

## Skills

- . Advanced skills in MS WORD, MS EXCEL, MS PowerPoint, IBM SPSS (Statistical Package for Social Sciences).
- . Data analysis.
- . Project Assistance.
- . Research Paper Writing.

- . Curriculum Development.
- . Positive Learning Environment.
- . Educational Technologies Implementation.
- . Quick Learner.

## Experience

Jun 2021-Nov 2022

Graduate Researcher, Quaid-i-Azam University Islamabad Pakistan

- . Developed work plans in accordance with research objectives.
- . Collected data by executing planned research protocols.
- . Conducted tests and examined samples to determine important qualities.
- . Interpreted data analysis results to draw inferences and conclusions.
- . Identified problems and performed root cause analysis and troubleshooting to refine procedures.
- . Supervised the work of undergraduate researchers to help further studies.

Jun 2021- Jul 2021

Data Collector Intern, Secourse Islamic France, Islamabad, Pakistan.

- . Collected and documented data to support research and information-gathering activities.
- . Stayed on top of daily workload with speed and efficiency.
- . Visited homes or places of business to conduct studies or collect data.
- . Scheduled and conducted interviews to support data collection.
- . Helped individuals fill out forms and questionnaires and answer questions to foster accuracy.
- . Conducted data collection in multiple languages based on participant choice.
- . Kept data secure and followed proper procedures for uploading and transmitting the information.

Apr 2019- Sep 2020

Coordinator/Teacher, Focus International School and College Mardan, Pakistan  
communication and positive feedback.

- . Maintained focused, inclusive, and supportive learning environments.
- . Attended conferences, workshops, and seminars to increase job-related knowledge.
- . Liaised with a team of professionals to implement comprehensive educational action plans for special needs and at-risk students.
- . Delivered interactive group instruction to administer lessons and assignments, successfully engaging students of all learning abilities.

## EDUCATION

Sep 2020-Jan 2023

MPhil Sociology, Quaid-i-Azam University Islamabad, Pakistan.

Aug 2014-Oct 2018

BS Sociology (Bronze medalist), Abdul Wali Khan University Mardan KP.

### Languages

. English

. Urdu

. Pashto

## Activities and Honors

- . Appreciation certificate for performing a 1-week survey in Mardan medical complex regarding the doctor-patient relationship.
- . Performed 1-week field work in Kashaf foundation Mardan.
- . Performed a 1-month survey of Post distribution monitoring for Scourse Islamic France (SIF).
- . Appreciation certificate for attending two days of IM Peace from the Centre for Social Education and Development.

## Certifications

- . Certified Coordinator and teacher, Focus International School Mardan - 2020.
- . Certificate for obtaining 3rd position in BS (Bronze medalist).