

# TALAT FATIMA RIZVI

House #19 Block E Unit No 11  
Latifabad, Hyderabad sindh  
03133321861  
03082109773  
Talatr110@gmail.com

## OBJECTIVE

My objective is to join a reputable organisation where my services & capabilities shall be fully utilized for the benefit of both the organisation and my self for a long period of time.

## PERSNOL DETAILS

Father name : Syed Murtaza Hussain Rizvi  
Husband name : Syed Mazhar Abbas Jafri  
Date Of Birth : 10 AUG 1966  
Marital Status : Married  
Gender : Female  
N.I.C : 41304-8989811-6  
Domicile : Hyderabad  
Religion : Islam  
Nationality : Pakistan

## EDUCATION

- Matriculation(science) : B.I.S.E Hyderabad : 2nd Division
- Intermediate(science) : B.I.S.E Hyderabad : 2nd Division
- B.A : University of Sindh Jamshoro : 2nd Division
- M.A : University of Sindh Jamshoro : 2nd Division
- B.ED : Allama Iqbal Open University : 1st Division
- M.ED : University of Sindh Jamshoro : 1st Division

## OTHER PROFESSIONAL COURSES

- Primary education curriculum reform project ( UNICEF ) workshop, year 1993
- Middle school project (ADB , MINISITRY OF EDUCATION) testing program (Master Trainer), year 1998
- Provincial Implementation Unit School project (PITE) , year 2002
- Master trainer Mathematics ADB loan no 1278 (Pk) SE , year 2003
- Mathematics Association Pakistan ( Agha Khan ) workshop FEBUARY 2007 to NOVEMBER 2007.
- Benazir Bhutto Shaheed Youth Development Programe ( Master Trainer Mathematics ) , year 2008
- Item Writing Workshop Grade 9 Mathematics (USAID) , year 2009 Islamabad
- BBSYDP Master Trainer Mathematics , year 2009
- Workshop professional development (British Council) , year 2021
- Workshop (UNICEF) , 2024

## WORK EXPERIENCE

- Appointed PST (BPS-7) 06 June 1988
- HST in (BPS-16) 24 November 1992
- Headmistress (BPS-17) 20 November 2017
- Taluka Education Officer , Tandollayar 2018 to 2021
- Headmistress GGHS Hyderabad 2021 to July 2023
- Assistant Director, Hyderabad Region (BPS-18) Joined Aug 2023 to Till Date .

## SKILLS

- Ability to process information correctly , efficiently and effectively.
- Clear and concise and written and oral communication skills.
- Proficient to communicate.
- Leadership Skill.

## INTERSTED SUBJECT

- Maths
- Urdu
- Islamiyat
- Socialstudies.