

SARA MOHAMED ELAMIN

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SUMMARY

Dedicated Educator committed to creating stimulating, encouraging and supportive classroom atmosphere for all students.

EXPERIENCE

5/2024 to current

Career development specialist – University Center For Career Development(UCCD) , Hurghada University

- Train students in essential employability skills including CV writing, interview techniques, communication, and career planning.
- Assess students' career interests, strengths, and readiness through standardized tools and personalized career assessments.
- Provide one-on-one guidance and group workshops on job search strategies, internship opportunities, and workplace readiness.
- Coordinate with faculty and employers to align training content with current market needs and industry expectations.
- Support the planning and execution of career fairs, employer sessions, and networking events on campus.

10/2021 to Current

Demonstrator - Faculty of Education, Hurghada university

- Supervising students' projects, facilitating progress, and encouraging deeper learning through application.
- Creating challenging assignments, projects, and lessons designed to produce well-informed students.
- Selecting innovative teaching methods to deliver course content.
- Marking student work and providing constructive feedback on improvement areas.

Certified Digital Transformation Trainer accredited by the Supreme Council of Universities.

English Proficiency Testing Coordinator

at the Language Education and Research Center, Faculty of Education, Hurghada.

Teaching Practicum Supervisor

at the Egyptian Japanese Schools in Hurghada

09/2020 to 09/2021 **English Teacher -Producer of Life American International School ,Hurghada**

- Helped students overcome language barriers through motivation, dedication, and persistence in helping them to succeed.
- Developed engaging resources to leverage student progression.
- Managed pupil behaviour, applying appropriate and effective measures in cases of misbehaviour.
- Developed constructive feedback on homework to drive attainment.

EDUCATION

2023 to Current	Studying for a master's degree	Faculty of Education - Hurghada University
2022	Special diploma in Curriculum & TEFL Methodology	Faculty of Education - South Valley university
2021	Professional diploma in Education (curriculum and planning department)	Faculty of Education - South Valley university UniversityUniversity
2020	Bachelor of Arts and Education: Teaching English Language	Faculty of Education - South Valley University

SKILLS

- Proficient in microsoft office (word, powerpoint, excel)
- Skilled in using windows operating system

COMPUTER

- Confident in internet research, email communication, and online collaboration tools
- Familiar with artificial intelligence (AI) applications in education and productivity
- Arabic: native speaker

LANGUAGE

- English: fluent (speaking, reading, and writing)