

MAHAM ZAHRA VAKIL

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EDUCATION

Middlesex University

BSc in Psychology with Education

WORK EXPERIENCE

The World Federation of KSIMC

Teacher

September 2019 – Present

- Instructed and guided students in foundational Islamic principles, teachings and ethics.
- Assisted in developed inclusive courses tailored to students with learning disabilities.
- Successfully completed the Tarbiyah Teacher Training program.
- Supported teachers with class activities, student engagement, and lesson planning.

Admin

September 2024 – Present

- Conducted engaging Islamic storytelling sessions for Grade 2 students.
- Prepared and distributed teaching resources and worksheets for classroom use.
- Handled various administrative tasks such as mainting accurate attendance logs and assisting with scheduling and documentation.
- Assisted in organizing educational events and weekly curriculum coordination.
- Share reminders and updates between teachers and parents or administration.

Founder & Creator

Self-Owned Crochet Business

January 2023 – Present

- Designed and Handcrafter variety of crochet products including plushies and practical daily -use items.
- Managed end to end business operations including inventory , pricing and customer services.
- Created and maintained a consistent brand presence on social media.
- Produced engaging content to showcase products and attract potential customers.
- Set up and managed stalls at local events to promote handcrafted products.
- Handled custom orders, packaging and delivery coordination with attention to detail.

Content Creator

ZaCrochet Hook & alqaimcollective

January 2023 – Present

- Created and managed engaging visual content for a crochet business group and a youth group Instagram accounts.
- Designed posts, stories and reels to showcase products, promote events and increase engagement.
- Planned and scheduled content calendars to maintain a consistent online presence,

SKILLS

Communication Skills | Content Creation | Social Media Management | WordPress | Teaching and Tutoring | Organizational Skills | Problem-Solving and Adaptability | Ethical and Cultural Awareness | SPSS Ver. 28 | MS Office

CERTIFICATIONS

MCE Teacher Development Programme– The Madrasah Centre of Excellence (MCE) (2020)

MUN Model United Nations 2022 – The Westminster School Dubai (2022)

International Foundation Programme (IFP) – Middlesex University Dubai (2024)