

## WAJEEDA SHAIKH

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Mental Health Professional, Head of Well-being, Career Guidance

Counselor and Social Worker

PhD in Clinical Psychology Student

CDA Licensed Behavior Analyst (Social Therapist)

TLS Licensed Head of Student Affairs

Licensed Level 3 Emergency First Aid at Workplace



### **PROFILE SUMMARY:**

- Compassionate and strategic Well-Being Leader with 8 years of experience in student support, mental-health program development, and whole-school well-being initiatives. Skilled in safeguarding, staff training, crisis intervention, and building inclusive environments where students feel safe, supported, and able to thrive academically and emotionally. Proven success in leading teams, designing interventions, and collaborating with parents, counselors, and leadership teams.
- Moreover, I have experience as Head of Well Being, teaching Psychology at Graduation along with an excellent set of leadership and communication skills.
- Holds master's degree specialized in Clinical Psychology from India along with bachelor's in psychology and bachelor's in library and information degree from India (Attested & Verified by UAE).
- Received Good Standing Certificate from Association of Allied Health Professionals, India as a Registered Clinical Psychologist (Reg. No. OT943560) and holds a valid license as Clinical Psychologist from India.
- Registered Behavior Technician (RBT) from Behavior Analyst Certification Board (BACB) Behavior Analyst Certification Board (BACB). Credential ID RBT-22-246981
- Founding member of local Community Welfare Group (S.C.O.P.E) - working in creating awareness on mental health, providing support for vulnerable people, conducted skill development training sessions and internship in clinical psychology under the guidance of the team members.
- Presented Research Paper titled "A Comparative study on severity of worry and obsessive beliefs in patients with anxiety disorders and depression" at National Level Conference in the year March 2019.
- Presented Research Paper titled "Influence of Vipassana (meditation) on Cognitive Style of Thinking and General Well Being" at International Conference- Innovations in Social Science in the year October 2021.
- Conducted Various Workshops on Stress Management, Anger Management, Thinking and decision making, mental well-being during Covid-19 and Career Guidance for Students in different schools across Goa.
- Dedicatedly served during Covid-19 pandemic as a frontline officer, providing psychosocial support to Covid patients and their families, health care workers, and frontline workers.

**WORK EXPERIENCE:**

<b>Employer:</b>	International Academic School- Athena Education		
<b>Position:</b>	School Counselor/ Head of Well-Being	Full-Time	
<b>From:</b>	December 2023	<b>To:</b>	Till Date
<b>Duties</b>	<ul style="list-style-type: none"><li>• Lead the school’s well-being strategy, ensuring policies align with safeguarding standards and best practices. Supervise and guide a team of counselors, learning support staff, and pastoral leads. Create and implement well-being programs, resilience workshops, and anti-bullying campaigns. Conduct risk assessments, support crisis interventions, and provide guidance on sensitive student situations. Collaborate with teachers and senior leadership to embed well-being principles across curriculum and school culture. Oversee data tracking on student behavior, attendance, and emotional development to plan targeted interventions. Organize parent workshops and promote community partnerships to support whole-child development.</li><li>• Implemented a whole-school well-being framework improving student engagement by 72%. Introduced peer mentorship programs with 20 students taking part annually. Led successful interventions reducing behavior incidents or absenteeism. Coordinated school-wide mental health campaigns and wellness weeks. Built parent and community partnerships enhancing student support services.</li><li>• Helped in developing well-being policies, mentorship programs, and peer-support systems. Facilitated assemblies and workshops promoting empathy, inclusion, and positive mental health. Helped improve school climate through student-voice initiatives and leadership programs.</li></ul>		

<b>Employer:</b>	Osraty For Physio & Rehab.		
<b>Position:</b>	Senior Psychologist & Behavior Analyst	Full-Time	
<b>From:</b>	March 2022	<b>To:</b>	December 2023

<b>Duties</b>	<ul style="list-style-type: none"> <li>Implement techniques based on Applied Behavior Analysis during 1:1 therapy session with children with autism and related disorders in the center, home, or school settings. Implement structured and individualized treatment programs designed by a Clinical Supervisor, including skill acquisition programs and behavior plans, to teach children with autism language, play, social, self-help, and academic skills, thereby reducing the occurrence of maladaptive behaviors. Collect data and insist on documentation pertaining to each child's program. Participate in clinic meetings, workshops, and training seminars as necessary. Communicate questions, child's progress, or other feedback to supervisory staff. Arrives on time for all scheduled sessions; minimal therapist-initiated cancellations. Stands for CEIMC professionally and ethically. Maintains correct and prompt records including time sheets and reports. Adheres to Clinical Supervisor and Case Manager clinical treatment recommendation. Trained Psychologist to provide Psychological Safety at workplace. Conducted Psycho-educational Assessment (WISC) and other Psychological Assessment Children Apperception Test, Sentence Completion Test, Clinical Drawing Tests and other Psycho-social Assessments. Prepare Individual Intervention Plan and Behavioral Plan for children who needs intervention</li> </ul>
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<b>Employer:</b>	Goa Education Development Corporation- Porvorim (GEDC)		
<b>Position:</b>	School Counselor	Contract Basis	
<b>From:</b>	March 2018	<b>To:</b>	March 2022
<b>Duties</b>	<ul style="list-style-type: none"> <li>Individual and group counseling sessions for students, parents and teachers, conducted skill development activities for students on mental well-being, class sessions on topics related to mental health, part of school counseling and guidance committee. Record keeping of cases and support confidentiality. Interacting with parents and conducting sessions for teachers on classroom management techniques. Engaging in school activities and guiding students for their better future.</li> </ul>		

<b>Employer:</b>	Vishwa Sanjivani Health Centre		
<b>Position:</b>	Consultant Psychologist (Part-time)		
<b>From</b>	August 2016	<b>To:</b>	August 2017
<b>Duties</b>	<ul style="list-style-type: none"> <li>Psychological Testing administered on patients for diagnosis purpose - ROR, MMPI-II, Intelligence tests, CAT, TAT, DAP, KFD and HTP</li> <li>Providing Psychotherapy- Person centered, Cognitive Behavioral Therapy, Rational Emotive Behavioral Therapy etc.</li> </ul>		

<b>Employer:</b>	M.E.S. College of Arts & Commerce		
<b>Position</b>	Psychology Professor		
<b>From</b>	August 2017	<b>To:</b>	April 2021
			Part-Time
<b>Duties</b>	<ul style="list-style-type: none"> <li>Conducted lectures for students undergoing “Diploma Course in Counselling and Guidance” on introduction to counselling &amp; guidance, anger management, case history taking and report writing and psychotherapies (CBT and REBT)</li> </ul>		

	<b>Name</b>	<b>Location</b>	<b>Degree/ Major</b>	<b>Course Duration</b>	<b>Subject</b>
<b>High School</b>	Goa Board	Goa	HSSC	June 2009 to June 2011	Arts
<b>University/ College</b>	Goa University	Goa	Degree	July 2011 to April 2014	Bachelor of Arts in Psychology
<b>University</b>	IGNOU	Goa	Degree	January 2020 to October 2022	Bachelor’s in library and information science (BLIS)
<b>University</b>	SNDT Women’s University	Mumbai	Major	August 2014 to May 2016	Master’s in arts specialized in Clinical Psychology
<b>Diploma</b>	National Academy	Dubai	TQUK Level Diploma	December 2025	Leadership and Management for Children, Young People and Families in the Community

**CERTIFICATE COURSES UNDERTAKEN:**

- Registered Behavior Technician (RBT)
- Certificate Course in Counselling Guidance
- Certificate Course in NGO Management
- Post Graduate Diploma in Computer Application (PGDCA)
- Diploma in NLP (Neuro-Linguistic Programming)
- NLP Practitioner Course and Certified Coach in NLP from American Board of Association
- Certified first aid trainer.

**PERSONAL INFORMATION:**

**Name:** Wajeeda Shaikh

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**Phone No:** +971 567580676

**Date of Birth:** 7<sup>th</sup> April 1994

**Age:** 31 years

**Nationality:** Indian

**Languages Known:** English, Hindi, Urdu, Konkani and Marathi

**Hobbies:** Reading, Travelling and Creative writing

**Passport Number:** V4851019