

CURRICULUM VITAE

- *I strive to adjust myself in the dynamic Environment.*
- *I struggle to portray my image as a reliable, honest and hardworking member of the society.*
- *I always try to have a positive energy towards life, humanity and work.*

PERSONAL INFORMATION:

Name: Dr. Saima Yousaf Khan

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Nationality Pakistani

Father's name Haji Mohammad Yousaf Khan

Father's Designation Civil Engineer/Advocate High Court

ACADEMIC QUALIFICATION:

Degree	Board/University	Years	Division
➤ PhD (Eng Lit)	University of Balochistan, Quetta	2023	1 st
➤ MPhil (Eng Ling & Lit)	SBKWU Quetta	2017	1 st

➤ M.A(English)	SBKWU Quetta	2008	2 nd
➤ B.A	Balochistan University	2005	2 nd
➤ B.ed	Balochistan University	2008	1 st
➤ Intermediate	Balochistan Board	2003	2 nd
➤ Matriculation	Balochistan Board	2000	2 nd

COMMITTEEMEMBER/ADMINISTRIVEDUTIES:

- Part of Jury Panel at English Speech declamations and Essay writing on district, divisional and provincial level since 2017 til now from NAB.
- Internal Reviewer at Balochistan Textbook Board, Quetta
- Reviewer (Chitral Journal of Linguistics and Literature, University of Chitral Pakistan)
- Reviewer (Panacea Journal of Linguistics and Literature)
- Reviewer (Journal of Critical Inquiry, National University of Modern Languages, Islamabad)
- External Examiner of Research Project (BS English Program) at Govt Girls Post Graduate Degree Colleges, Cantt ,Govt Girls Musa College and Govt Girls Model College, Jinnah Town, Quetta, Balochistan
- Superintendent/Head Examiner of MA, BA, ADA, ADS Examinations.
- Organizing team leader of First Pak-Tesol Balochistan Regional Training and Symposium.
- Core Committee member and Conference Coordinator of 10th ICLAP 2024 conference UoB, Quetta Balochistan
- External Member of anti-plagiarism standing committee at BUIITEMS University of Quetta Balochistan
- External Member of Board of Studies at BUIITEMS University of Quetta Balochistan

JOB EXPERIENCES:

1. UNIVERSITY OF BALOCHISTAN(SINCE 2016 -----)

DESIGNATION: PERMANENT LECTURER, BRIDGING/BS/MPHIL/PHD

ENGLISH LITERATURE PROGRAMS COORDINATOR AT DEPARTMENT OF ENGLISH LITERATURE, UNIVERSITY OF BALOCHISTAN, QUETTA

TEACHING SUBJECTS IN BS PROGRAM

1. Literary Criticism (Classical &Modern)
2. Background of English Literature I&II
3. Continental Literature
4. Research Methodology
5. Research Project
6. Drama (Classical &Modern)
7. Introduction to English Literature (Poetry& Short stories)
8. Russian Literature

TEACHING SUBJECTS IN MASTER PROGRAM

1. Metaphysical Poetry (John Donne)
2. Prose
3. Novel
4. Literary Genres and forms
5. Renaissance Drama
6. Research Methodology

TEACHING IN MPhil PROGRAM

1. Shakespearean Studies

BS/MPhil/PhD PROGRAMS COORDINATOR (OFFICE MANAGEMENT)

- Setting timetable & classes schedules
- Admissions/Merit List/ Interviews
- Departmental Controller Examination
- Departmental Students' Advisor
- Arrangements of Visiting teachers
- Coordination with Balochistan Universities and Colleges
- Member of Departmental Literary Society, University of Balochistan, Quetta
- Member of Departmental Semester Committee
- Member of Departmental Admission Committee (MPhil/PhD)
- Member of Departmental Curriculum (Syllabus Design) Committee

**2. SARDAR BAHADUR KHAN WOMEN'S UNIVERSITY QUETTA
(INTERNSHIP)**

DEPT: VICE CHANCELLOR'S SECRETARIAT (2008-2009)

1. Participated in the University convention 2007, rewarded with great remarks by the Vice Chancellor.
2. Took Etiquette classes on a behalf of the Vice Chancellor.
3. Deal with the university visitors and gave information regarding university.
4. Updated university website with the latest academic information and events with a new staff profile.
5. Structured university's newsletters.
6. Worked on the university documentary script.
7. Maintained and organized all societies of the university with monthly meetings.
8. Arranged different meetings on the university's different scenarios with staff regarding university progress with a Vice Chancellor.
9. Worked on the university prospectus.
10. Gave orientations to the university students.
11. Worked on the university magazine.
12. Organized various seminars and workshops for the university students and faculty.

1. WOMEN'S ENGLISH LANGUAGE INSTITUTE (2007-2011)

DESIGNATION: DIRECTOR / INSTRUCTOR

1. Staff management
2. Management of administration
3. Maintained personal profiles of staff
4. Organized various events
5. Encouraged good performance of students
6. Encouraged good performance of the students and staff
7. Implemented advanced methods regarding English language
8. Set educational goals
9. Counsel students with academic problems
10. Promote and safeguard the well-being of structured and takes appropriate action to raise and resolve concern.

2. IQRA ARMY PUBLIC SCHOOL COLLEGE (2009-2010)

**DESIGNATION:CLASS/SUBJECTTEACHER/LANGUAGELAB
INSTRUCTOR**

1. Planned, prepared and delivered instructional activities base don't he approved curriculum that facilitate student learning.
2. Maintained up-to date subject knowledge.
3. Developed scheme of work and lesson plans.

4. Selected challenging learning outcomes in accordance with the curriculum for students of all backgrounds and abilities.
5. Communicated learning objectives for students.
6. Organized the classroom and instructional resources to create a positive learning environment.
7. Identified and selected methods and instructional resources to meet students' varying needs.
8. Set homework to consolidate and extend students' knowledge and understanding.
9. Use an appropriate range of assessment strategies to monitor individual student progress.
10. Grade classwork, homework, tests and assignments.
11. Provide regular and appropriate feedback on work to individual students.
12. Maintained accurate and complete records of students' progress and development.
13. Discussed and reported on students' progress to parents/prepare students for external examination.
14. Participated in arrangement for external examinations.
15. Activity participated in school-based teacher group meetings and other professional development opportunities.

**3. HELPER ENGLISH LANGUAGE INSTITUTE IN SCOMBROAD
QUETTA (2007-2008)**

DESIGNATION: TEACHER

1. Managed student behavior in the classroom by establishing and implementing language learning rules and procedures.
2. Applied appropriate disciplinary measures where necessary in language class.
3. Adopted innovative methods for students regarding learning language.

**4. CURRENTLY GIVING SERVICES AS VIRTUAL LECTURER/HEAD
EXAMINER/SUPERINTENDENT/RESOURCE PERSON FROM
ALLAMA IQBAL OPEN UNIVERSITY ISLAMABAD.**

5. SUPERVISOR (MPHIL SCHOLARS)

6. PUBLICATIONS

- I have many publications in **X category** and **Y category** HEC recognized journals.
- 1. Poetical Contribution of Shelley in the French Renaissance. **Category Y. Saima Yousaf Khan.** Dr. Saima Manzoor. Dr. Zainab Akram. 2022
International Journal of Social Sciences and Entrepreneurship (IJSSE)
Vol2, Issue 2 ISSN (Online):2790-7716, ISSN (Print): 2790-7724.
- 2. Wordsworth: Poet of Nature or Poet of Man. **Category Y.** Akram, Z., Khan, **Saima Yousaf Khan.**, & Manzoor, S.. 2021
<https://irss.academyirmbr.com/archives2.php?vol=9&ver=4&yea=2021>.
International Review of Social Sciences, 9(4), 2309-0081
- 3. ACBT Analyses of Jalauddin Mughal's Tales, Losing Lives at the LoC. **Category X.** Zainab Akram, Sumaira Shafiq, Imran Ali, **Saima Yousaf Khan**, Anbreen Khawaja. 2021
<http://ijdri.com/me/wp-content/uploads/2021/04/36.pdf>. *Multicultural Education*, 7 (4) 1068-3844
- 4. An eco-feminist critique of Juno and the Paycock. **Category X.** Akram, Z., Manzoor, S., Ali, I. **Saima Yousaf Khan.**, & Munir, N. 2021
<https://ilkogretim-online.org/fulltext/218-1619674395.pdf?1619962499>.
Elementary Education Online, 20 (5)
- 5. English Literature as Nursery Rhymes: Appearance Verses Reality.. Khan, **Saima Yousaf Khan.**, & Akram, Z. **Category Y.** 2021
<https://irss.academyirmbr.com/archives2.php?vol=9&ver=4&yea=2021> *International Review of Social Sciences*, 9 (4). 2309-0081.
- 6. Emotional development of a motherless child: A case study of William Wordsworth with special reference to the Prelude (Books: 1&2). Akram, Z., Khan, **Saima Yousaf Khan.**, & Tanveer, N. **Category Y.** 2021
<https://archives.palarch.nl/index.php/jae/article/view/7956/7451>.
Pal Arch's Journal of Archaeology of Egypt/Egyptology, 18(4). 1567-214X
- 7. Choices Are the Hinges of Destiny: Analyzing Working Women's Choices in I Don't Know How She Does It. Imtiaz, U, Akram, Z., Manzoor, S., Khan, **Saima Yousaf Khan.** & Munir, N. **Category X.** 2021
<http://ijdri.com/me/vol-7-no-4-2021/.C>. *Multicultural Education*, 7 (4)
- 8. Investigating Matriarchal Mimicry of Patriarchy in a Pakistani Novel. **Category Y.** Akram, Z., Khan, **Saima Yousaf Khan.**, & Khan, 2021
<https://www.grrjournal.com/jadmin/Auther/31rvIolA2LALJouq9hkR/n9K6GsUt6Y.pdf> and [http://dx.doi.org/10.31703/grr.2021\(VI-I\).11](http://dx.doi.org/10.31703/grr.2021(VI-I).11). *Global Regional Review*. VI (1). 2616-955X

9. Tracing the Determinants of Marital Quality in Pakistani Society through the Lens of *How It Happened*. **Category Y**. Akram, Z., & Khan, **Saima Yousaf Khan**. 2021
<https://www.glrjournal.com/jadmin/Author/31rvIolA2LALJouq9hkR/JTSveHNO7g.pdf>. *Global Language Review*, V(II). 2663-3299
10. Percy Bysshe Shelley and Mir Gul Khan Naseer's Socialist Creed: A Comparative Study of the Champions of Human Liberation. **Category Y**. Manzoor, S., Akram, Z., & **Saima Yousaf Khan**. 2020
<https://www.glrjournal.com/article/percy-byssey-shelleyand-mir-gul-khan-naseers-socialist-creed-a-comparative-study-of-the-champions-of-human-liberation>. *Global Language Review*, 5 (3). 2663-3299, 2663-3841
11. Inter-textual Analysis of Political Discourse in Party Manifestos **Category Y**
Malghani, M., Khan, F. **Saima Yousaf Khan**, Akram, Z. **Year: 2017**
<http://website.uob.edu.pk/uob/Journals/Alburz/journals/Alburz-2017/eng/101-128%20Zainab%20Akram.pdf>. *Al-Burz*, 09 (1). 2071-9477
12. Embodied Cognition and the Pedagogical Spaces of Paris: Unveiling the Influence on Hemingway's Literary Education in *A Moveable Feast* (2011). **Category Y**
Mubashar Altaf, **Saima Yousaf Khan**, Hajra Umer.
[http://dx.doi.org/10.31703/glr.2023\(VIII-II\).26](http://dx.doi.org/10.31703/glr.2023(VIII-II).26). *Global Language Review (GLR)*
p-ISSN: 2663-3299.
13. Exploring Colonial Legacies: Resistance and Decoloniality in Nadeem Aslam's *The Blind Man's Garden*. Year 2024. **Category Y**
Mubashar Altaf, Dr. Huma Batool, **Dr. Saima Yousaf Khan**
<https://journals.airsd.org/index.php/pill/articles/view/388>
14. Narratives of Sustainability: South Asian Literature on Environmental and Social Crises. Year 2024. **Category Y**.
Nida Mansoor, Dr. Muhammad Ajmal. **Dr. Saima Yousaf Khan**
<https://ojs.ahss.org/journal/article/view/682>
15. Anthropocene and Apocalypse: Environmental Degradation in Sorrows of Saravati: The Lost River. Year 2024. **Category Y**. Abdur Rahman Dr. Muhammad Ajmal. **Dr. Saima Yousaf Khan**
<https://journals.internationalrasd.org/index.php/pjhss>
16. Metaphor and Conceptual Blending in Ted Huges' *The Hawk in the Rain*: A Cognitive Stylistic Analysis. Year 2024. **Category Y**. Joun Abbas, Dr. Muhammad Ajmal. **Dr. Saima Yousaf Khan**
[https://doi.org/10.47205/jdss.2024\(5-II-S\) 54](https://doi.org/10.47205/jdss.2024(5-II-S) 54)

6: RESEARCH PROJECTS

BS English (English Literature).

- Session2017:70 Research Projects
- Session2018:40 Research Projects
- Session2019:14ResearchProjects
- Session2020:12 Research Projects

7: COURSE & SYLLABUS DESIGNED

- BS English (Hybrid) 8semesters syllabus
- BS English Literature 8semesters syllabus
- ADA Bridging 4 semester syllabus

8: COMPUTER SKILLS

- MS Excel
- MS Word
- MS Power Point
- MS Access
- Windows XP and Windows 7(Installation and Operation)
- Devices' Drivers
- Downloading &Uploading
- English composing at a good Speed
- System Configuration
- Photo, sound and movie editing
- Hardware Installation and removal from the machine

9: MANAGEMENT SKILLS

- Professional conduct

- Communication Skills
- Speaking Power
- Motivation and Convincing Skills
- Time and Resource management skills
- Active and Supportive team participation
- Flexibility with the work environment
- Proofreading and correction of documents, Projects, Assignments, Thesis with APA references

References:

- Dr. Mohammad Zeeshan
Assistant Professor
Department of Linguistics & Philology
University of Balochistan, Quetta
- Haji Mohammad Yousaf Khan
Civil Engineer & Advocate High Court

