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| **NigarTarunnum** |
| **Short Resume:** |
| I am an adaptable and responsible person. My reliability, [communication skills](http://www.kent.ac.uk/careers/sk/communicating.htm), responsibility and friendly nature are assets I bring to the work. I have experience in strong [organizational](http://www.kent.ac.uk/careers/sk/skillsactionplanning.htm) and administrative skills with the ability to work independently and use my own initiative. I also have the ability to work under pressure, meeting tight deadlines.**Goal:**This lifetime will never come again; it is precious and irreplaceable. To live without regret, we must have a concrete purpose, continually setting goals and challenges for ourselves.**Experience:*** Worked as a lecturer for seven years at a girls' college in India.
* For the last three years I've been working as a lecturer in English Language Department at Faculty of Education for Girls at Zulfi, Majmaah University.

**All of my work experiences have involved working within a**[**team-based**](http://www.kent.ac.uk/careers/sk/teamwork.htm)**culture. This involved**[**planning**](http://www.kent.ac.uk/careers/sk/skillsactionplanning.htm)**, organization, co-ordination and commitment.** |
| **Academic Degrees:** |
| **Country** | **Year of Graduation** | **University** | **Major** | **Degree** |
| **India** | **1987** | **Ranchi University** | **English Language & Literature** | **Master's Degree** |
| **India** | **1984** | **Ranchi University** | **English Language & Literature** | **Bachelor's Degree** |
| **India** | **1989** | **Ranchi University** | **English** | **Bachelor of Education** |
| **Publications** |
| **Link** | **Date of Publication** | **Name of Journal** | **Publication Title** |
|  | **2012** | **Language and Literature Academy, India** | **Learning Language Through Literature** |
|  | **2003** | **Literary Review, Danapur, India** | **The Modern English Novel** |
|  | **1995** | **University Journal, India** | **Catharsis in Thomas Hardy's Novel** |
|  | **2014** | **Zulfi, KSA** | **Compiled Resource Book for ENG 225** |
| **Frequently published in various magazines in India** | **Articles** |
| **Administrative Designations, Committees and Units** |
| **Designation (head, coordinator, member)** | **Department Units & Committees** | **Designation (head, coordinator, member)** | **College Units & Committees** |
| **Member** | **Courses Specification** |  |  |
| **Member** | **Academic Guidance** |  |  |
| **Member** | **Higher Studies & Academic Research Committee** |  |  |
| **Administrative Designations** |
| **Period of Time** | **Administrative Designation** |
|  |  |
| **Courses (Current Semester)** |
| **Credit Hours** | **Actual Hours** | **Course Name** | **Course Code & Number** |
| **3** |  | **Introduction to Literature** | **ENG 225** |
| **3** |  | **Semantics** | **ENG 323** |
| **3** |  | **Morphology** | **ENG315** |
| **2** |  | **American Fiction** | **4212** |
| **2** |  | **American Poetry** | **…** |
| **2** |  | **American Drama** | **4216** |
| **Courses (Previous Semesters)** |
| **2** |  | **Advanced Writing** | **4131** |
| **2** |  | **Modern European Drama** | **4115** |
| **2** |  | **Modern English Poetry** | **3214** |
| **2** |  | **Sociolinguistics** | **4146** |
| **2** |  | **Shakespeare** | **3115** |
| **2** |  | **Semantics** | **3139** |
| **2** |  | **19th Century Fiction** | **3111** |
| **2** |  | **Practical Criticism** | **3219** |
| **2** |  | **Modern English Novel** | **3212** |
| **2** |  | **Metaphysical and Pre-Romantic** | **2214** |
| **Administrative & Academic Experience (Former Administrative & Academic Designations)** |
| **Period of Time** | **Former Administrative Designations** |
|  |  |
| **Period of Time** | **Academic Ranks** |
|  |  |
| **Training Courses** |
| **Date** | **Institution** | **Course Type** | **Name** |
| **13/2/2014** | **Faculty of Education for Girls** | **Workshop** | **How to use Microsoft Access to make databases** |
| **12 March,2005** | **Academic College, Ranchi University** | **Academic Course compulsory for Lecturers** | **Refresher Course in English Language and Literature** |
| **4/7/1434 H** | **Faculty of Education for Girls, Zulfi** | **Workshop** | **E-Leaning Course** |
| **1434 H** | **Faculty of Education for Girls, Zulfi** | **Workshop** | **How to Use Smart Boards** |
| **1/6/1433 H** | **Faculty of Education for Girls, Zulfi** | **Workshop** | **Solar Energy** |
| **Faculty Members Activities** |
| **Link** | **Activity** |
|  | **Presented a research paper in a seminar from 20 to 22 July 2013.** |

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| **Contact Information** |
| **Office Hours** |
| **10-12 am** | **Hour:** | **Sunday** | **Day:** |
| **10-12 am** | **Hour:** | **Wednesday** | **Day:** |
| **Academic Advisory** |
| **10-12 am** | **Hour:** | **Monday** | **Day:** |
| **Contact Me** |
| **0562023895** | **Phone** |
| **n.tarunnum@mu.edu.sa** | **E-mail:** |
| <http://faculty.mu.edu.sa/ntarunnum> | **Faculty University Website:** |
|  | **Other Website:** |
|  | **Blogs** |