

Warden House  
University College of Education for Science  
College Road, Township  
**LAHORE, Pakistan**  
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## **DR. SABIHA RASHID**

### **Objective**

To seek challenging and rewarding job where I can apply my theoretical knowledge and practical experience in the field of research in subject of Chemistry

### **Designation**

**Assistant Professor (BPS – 18)**

### **Experience**

**Feb 13<sup>th</sup>, 1983 – Sep 21, 2004**

**Government College for Women  
Bahawalpur, Pakistan**

- Academics:
- Teaching F. Sc. & B. Sc. Classes and taking practical as well
- Administrative Jobs:
- Worked as the Incharge of College Canteen for 5 years
- Appointed as Result Tabulator for F. Sc. and B. Sc. for 7 years

### **Additional Assignments:**

I have been performing following duties in addition to my teaching duty

- Controller of Examinations (Science)
- Incharge – Admissions for 1<sup>st</sup> Year and 3<sup>rd</sup> Year Classes (Science).
- Incharge – Absentees for all Students of College
- Member – College Proctorial Group
- Incharge – Sections for F. Sc. Classes
- Liaison Officer – Computer Classes

### **Other Duties:**

- Designated as Superintendent in Intermediate Board & University Examinations
- Head Examiner for F. Sc. Centralized Marking.
- Paper setter for Intermediate Board and Islamia University, Bahawalpur

**Sep 22<sup>nd</sup>, 2004 – Till Date:                      University College of Education for Science  
Township, Lahore, Pakistan,**

- Teaching MSc. Chemistry classes
- Incharge Examinations \_ Division of Science & Technology
- Incharge for absentees \_ Division of Science & Technology
- Member \_ Board of Studies
- Incharge \_ Students Affairs, Division of Science & Technology
- Research Supervisor for B. Ed. students