

NAME:

**MANAR ALMABROUK
ALASTAY**

PERSONAL INFORMATION

DATE OF BIRTH: **2-10-1985**
PLACE OF BIRTH: DARNAH/
LIBYA
CELL PHONE: **00218923807984**
Email: manarelosta@gmail.com
ADDRESS: ALGASSY STREET/
AL HADHBA AL KHADHRA/
TRIPOLI /LIBYA.
GENDER: FEMALE.
MARITAL STATUS: MARRIED
PASSPORT NO. J1F5HP5P
NATIONALITY: LIBYAN

OBJECTIVE

- 1-to have a happy successful family (done with 4 children and great husband)
- 2- to be highly educated (got master and looking for PhD)
- 3-to travel around the world to know more ... (visited the UK, Turkey, Tunisia, Saudi Arabia...)
- 4- to be a famous language translator calling for peace and human rights (under procedure...)

SKILLS

- 1-Computer Skills: Microsoft Office /Excel/ Power point.
- 2- Writing short stories and novels, painting and drawing.
- 3- Designing, invigilating and marking exams.
- 4-Teaching large multi ability classes.
- 5- Working under stress.
- 6-Known of being social, friendly, corroborative, creative, hard worker and responsible...

EXPERIENCE

- 1-The Head of the English Department- Faculty of Arts – Tripoli University 2020
- 2- Teaching staff member at Tripoli University since 2014.
- 3-Teaching assistant at Tripoli Language Centre from 2008 to 2013.
- 4-Teacher of English Language teaching General English for private schools and institutes since 2007.
- 4- Translator from 2007 to 2009.
5. Worked as a coordinator at the Quality and Excellence Office of the faculty of Arts. 2016-2017 and 2020.

EDUCATION

- 1-Got Master in English Language / English Literature in2014.
- 2-Completed a four –week –full time intensive training course for experienced teachers in ELT Management with Distinction in 2012.
- 3-Got ICELT (In –Service Certificate in English Language Teaching) 3 modules from Cambridge University with Pass in 2009/2010. Contributed in Amazing Minds workshop sponsored by Pearson in 2010.
- 5-Supervised TFEL test at Tripoli University 2009.
- 6-Completed English Language Teaching Techniques workshop sponsored by United State Embassy in 2009.
- 7-Got TKT (Teaching Knowledge Test) from Cambridge University (ESOL Examination) with band 3 in 2008.
- 8-Completed The English Language Specialist Program in 2008
- 9-Graduated from Tripoli University /Faculty of Languages/ English Department in 2007 getting Bachelor of Arts with 76.15%
- 10-Had Beginner courses for learning German and Spanish passed with excellent in 2004- 2005.

VOLUNTEER EXPERIENCE OR LEADERSHIP

- 1- Helped my students to think critically and objectively towards any literary work and how to be independent.
- 2- Prepared psychologically and physically the graduated students of the English department on The Graduation Day of the faculty 2016.
- 3- Presented a session about Teaching According to What is Available. with the Administration of Quality and Excellence Office of the Faculty of Arts led by Dr. Rabia Goueder in 2016.
- 4- Being the Coordinator of the Students Activities of the English department helped me to improve my skills with students and led student to do their best to success and shine in their areas of interest.

