

CV

A. Personal Information

Name	Sahar Abdullah bin Munyif
Nationality	Saudi
D.O.B	31/10/1988
Place of Birth	Saudi Arabia
Status	Married
Address	Khalifah Al-Otaibi street, Al-Kairawan district, Riyadh, Saudi Arabia, 11543
Phone No.	+966556995455
E-mail	saharmunyif@gmail.com

B. Academic Qualifications

Master degree in Translation Studies, University of Leicester, United Kingdom (2019)
Bachelor of Arts & Education in English Language, Najran University, Saudi Arabia (2012)

C. Prizes

The prize of Prince Misha'al bin Abdullah for excellent students after graduation with bachelor degree for being the first grade on the city
The prize of Prince Misha'al bin Saud for excellent students after graduation of Secondary school for being the first grade on the city

D. Skills

Academic Advisement
Lecture Planning
Classroom Management
Using Computer Programs (word, excel, power point)
Academic research
Classroom lecturing

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Course material preparation

E. Work Experience

Working as an English language lecturer at Najran University

2012 – Present

Courses taught include:

1. Reading 1
2. Reading 2
3. Listening & Speaking 1
4. Listening & Speaking 4
5. Writing 1
6. Linguistic Texts
7. Grammar 2
8. Building Vocabulary 1
9. Introduction to Translation
10. Translating Political and Economic Texts
11. Translating Literary Texts
12. Translating Islamic Texts
13. Computer-Assisted Translation
14. Translating Military and Security Texts

F. Administrative Responsibilities

Supervisor of Training Courses in the College of Languages and Translation at Najran University
Coordinator of the Scholarship Unit in the College of Languages and Translation at Najran University
Supervisor of Academic Advising for translation department in the College of Languages and Translation
Supervisor of Academic Advising Unit in the College of Languages and Translation
The coordinator of translation department

G. Conferences

Conference	Place	Date
International Exhibition & Conference on Higher Education (IECHE)	Riyadh	15-4-2014 16-4-2014

H. Workshops and Training Courses

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Workshops and Training Course	Place	Date
The Institutional Accreditation Requirements for the Process of Learning	College of Administrative Sciences	24-2-2013 25-2-2013
Course Maps	College of Administrative Sciences	23-4-2013
Preparation of Self-Study Report	College of Administrative Sciences	29-10-2013 30-10-2013
Course Portfolios	Quality Unit; Community College	26-11-2013 27-11-2013
Functioning the Multiple Intelligences in the Process of Learning	College of Administrative Sciences	2013
The Basics of Cybersecurity	Online via zoom	23-11-2020
Differentiated Education: Dealing with students according to the personality style and multiple intelligences	Online via zoom	25-11-2020
Evaluating Learning Outcomes According to the Requirements of Developed Standards by Education and Training Evaluation Commission (ETEC)	Online via zoom	7-12-2020
Preparing Course Reports	Online via zoom	26-1-2021

