**Curriculum Vitae**

**Personal Data**

**Name**               Mashael Salem Al- Salem

**Address**           Riyadh, KSA

**Email**               [malsalem@ksu.edu.sa](mailto:malsalem@ksu.edu.sa)

[Mashael.salem@gmail.com](mailto:Mashael.salem@gmail.com)

**Nationality**      Saudi

**Date of birth**   20 December, 1979

**Profile**A highly motivated, ambitious and creative graduate with practical experience in teaching English.

**Education**

**2010** Certified Training Manager – International Academy for Training and Development –

**2010** A DCTT Certified CoRT Trainer – DE BONO CENTER FOR TEACHING THINKING (AMMAN, JORDAN) –

**2010** A DCTT Certified TRIZ Trainer – DE BONO CENTER FOR TEACHING THINKING (AMMAN, JORDAN) –

**2006- 2010** Master of Arts in Applied Linguistics – King Saud University –

**2008** International Computer Driving License (ICDL)

**2006- 2007** six months course in data entering and processing

**1999- 2003**       Bachelor degree of Arts in the field English Language – king Saud University –

**Employment**

**2010 – Present** Lecturer, Language Unit, College of Languages and Translation, KSU

**2007 – 2010** Teaching Assistant, Languages Unit, College of Languages and Translation, KSU

**2004 – 2007**      Teaching Assistant, Al- Karj Health College, The Administration of Health Colleges and Institutes, Ministry of Health

**2003 – 2004**      Teacher, English Language, Female Institute for Languages

**Skills**                Near-native command of English

                         Computer literate: familiar with presentation, ES, database and web design programs

                         Aware of some words and phrases of other languages (French, Spanish)

**Courses Taught**

**2010** General English (Najm 101)

**2009** Reading I (Najd 118)

Vocabulary I (Najd)

Vocabulary II (Najd)

Dictionary Skills (Najd)

**2008** Reading II (Najd)

Listening III (Najd)

Grammar III (Najd)

**2004-2007** English for Specific Purposes (ESP)

**Workshops Attended**

* SmartBoard (Monday 28/12/2009)
* OneNote (Monday, 03/29/2010)
* Workshop on Academic Advising
* Workshop on the role of the strategic planning to reach the excellence of the Whole (Monday, 11/05/1429)
* Workshop on the key factors for the success and the failure in the preparation and implementation of the strategic plan in an academic facility (Tuesday, 11/6/1429 AH)
* basic training on CoRT program for teaching thinking 2010
* preparing a Certified Trainer on CoRT program to teaching thinking 2010
* basic training on TRIZ program for solving problems in creative ways 2010
* prepare a Certified Trainer on TRIZ program to solve problems in creative ways in 2010
* A lecture on international Categorization and the mechanisms of the World Research Excellence (e 11/15/1430)
* A lecture on Effective Classroom Management 2010

**Committees**

* Students’ schedules registration (formerly)
* Field trip committee (formerly)

**Community Service**

* An active member on the Blind Charitable Association in Riyadh