



CONTACT INFO

PHONE



+966540508149

EMAIL



Sarah.nabeel96@gmail.com

NATIONALITY

Pakistani Passport

Yemeni Mother

BIRTH INFO

JEDDAH, SA

4th June, 1996

ADDRESS

JEDDAH, Bani Malik, New Al

Naseem dis. Omar Al-Awsi St.

LANGUAGES

Bilingual Native

English & Arabic.

KEY SKILLS

- Communication Skills
- Problem Solving
- Leadership
- Teamwork Skills
- Emotional Intelligence
- Drawing
- Watercolor Painting
- MS Office
- Translating
- Subtitle Editor

SARAH NABEEL BAKHSH

Dynamic **Teacher Assistant** in **Early Years**, with a pleasant personality, worked with different teachers & supervisors to achieve success in the academic progress by managing classes, designing play-based activities, managing outdoor activities, engaging in supervising many important events of **PISJ-ES** throughout the sessions. Played an effective role in maintaining discipline & keeping high expectations of **PISJ-ES**.

❖ EDUCATION

Bachelor's degree in Business Administration – Systems Track.

GPA is 3.14 out of 4. Very Good. (Graduate of 2020).

- The Canadian Creative Center for English Language (2015) | Jeddah, SA.
- Arab Open University (2017 – 2020) | Jeddah, SA.

❖ EXPERIENCES

Al-Ressala Adv. Co. – (September 2022)

Providing Ad packages on Snapchat, Instagram, and Facebook to different clients to support their business. Designing Ads based on the client's needs and objectives. Keeping up with campaign sales and ensuring its validity and effectiveness to meet the client's expectations.

Pakistani International School in Jeddah – English Section.

(Dec. 2022 – June 2024)

Working at **PISJ-ES** allowed me to explore my teaching abilities in **Early Years** with **PG, Nursery, and Reception**. Progressing with kids by developing their skills through play-designed activities, creating safe and supportive learning spaces that allow kids to explore & have fun. Observing and assessing students' progress & pay attention to their needs to create fun, supportive, and effective activities & lesson plans.

Gdart Company. (Sep. – Dec. 2024)

Translating YouTube Islamic Content from Arabic to English. Editing and ensuring the quality of the Translations in SRT files to be uploaded on YouTube.

Arab Open University – (Freelance)

Preparing assignments for individual students and groups work, PPTs, along with customized revisions for business students.

Consulate-General of Japan in Jeddah. (Feb. – Mar. 2025)

In celebrating the 70th Anniversary of Saudi Arabia-Japan diplomatic Relations:

Working at Manga Hokusai Manga exhibition started from the opening day by welcoming respected **general-consuls** of other countries along with press and other representatives. **Supervising** the visitors of families and foreign tourists while ensuring explaining and discussing the aims & value presented in the exhibition and how it contributes to support the diplomatic relationship of **Saudi Arabia-Japan**.

❖ AWARDS & ACHIEVEMENTS:

- **PISJ-ES the Best Teacher Assistant of Year (2022-2023)** I was honored to receive the Best Teacher Assistant Award in my 1st year of joining **PISJ-ES**.
- **PISJ-ES The Most Believing Teacher of Year (2023-2024)** In recognition of the achievements in contributing to meeting **PISJ-ES** expectations.
- **Consulate-General of Japan in Jeddah (March, 2025)** I was honored to receive an appreciation certificate from the respected **General-Consul of Japan** in Jeddah after the success of Manga Hokusai Manga exhibition.

شهادة شكر وتقدير

نتقدم القنصلية العامة لليابان بجدة بخالص الشكر والتقدير

للسيدة ساره نبيل بخش علي

لمشاركتها وتطوعها للعمل في معرض " مانجا هوكساي مانجا " المقام بجدة التاريخية
في الفترة من ١٦ فبراير الى ٨ مارس ٢٠٢٥م والجهد المبذول والمساهمة

في نجاح المعرض

متمنين لها دوام التميز والنجاح

القنصل العام لليابان بجدة

دايسوكي ياماموتو

山本 大介



PAKISTAN INTERNATIONAL SCHOOL JEDDAH (ENGLISH SECTION)

CERTIFICATE OF APPRECIATION

is hereby awarded to

Sarah Naveel Babish

for being the Most Believing Teacher

Academic Year 2023-2024

12 June, 2024

Amrout
Principal



PAKISTAN INTERNATIONAL SCHOOL JEDDAH
ENGLISH SECTION

TEACHER ASSISTANT OF THE YEAR

in recognition of her outstanding
contribution to the Educational
Achievements

Sarah Nabeel

Teacher Assistant (Junior School)

Academic Year 2022 - 2023

21st June 2023


Principal

PAKISTAN INTERNATIONAL SCHOOL
JEDDAH - ENGLISH SECTION

Under the supervision of Ministry of Education, KSA
Licence No. 016/ج

Ref. No. PISJ(ES) / 792



المدرسة الباكستانية العالمية
جدة - القسم الإنجليزي

تحت إشراف وزارة التربية والتعليم، المملكة العربية السعودية
رقم الترخيص: 016/ج

27 July 2024

Ref: HR/4564-24/EL

TO WHOM IT MAY CONCERN

This is to certify that Ms. Sarah Nabeel Bakhsh has served Pakistan International School Jeddah English Section as a Teacher Assistant (Junior School) from 21 December, 2022 to 13 June, 2024.

Sarah Nabeel Bakhsh is a hardworking and devoted colleague. She has been forthcoming in accepting the challenges and tasks assigned to her. She remained a very useful member of the team, who was dependable and trustworthy.

We wish her all the best in her future endeavors.

Adnan Nasir

Principal





The Open
University

The degree of
BACHELOR OF ARTS
with Second Class Honours (1st Division)

has been awarded to

Sarah Nabeel Bakhsh

who followed an approved Honours programme in
Business Studies (Systems Practice)

A validated programme at The Arab Open University

9th July 2020

An award validated
under the authority
of the Royal Charter
of The Open University

Certificate No. 12155/274553



Tuin Blackman

Vice Chancellor
The Open University

[Signature]

University Secretary

Graduation Certificate

شهادة التخرج

Arab Open University and by its authority in
08th July 2020 hereby certifies that the
student

سعد الجامعة العربية المفتوحة في ٠٨ يوليو ٢٠٢٠ بأن الطالبة
أرة نيل بخش، رقم جامعي (٢٠١٦٠٠٩٥٣)

Sarah Nabeel Bakhsh - student ID (201600953)

حصلت على شهادة البكالوريوس من كلية دراسات إدارة الأعمال
سار الأنظمة

Has obtained the bachelor degree from Faculty
of Business Administration Systems track

With a grade of "Very Good" and GPA (3.14) out of
(4) at the end of Spring semester 2019/2020

تقدير عام جيد جداً ومعدل تراكمي (٣,١٤) من (٤) بنهاية
صلى الدراسي الثاني للعام الجامعي ٢٠١٩/٢٠٢٠



مدير التسجيل

Signature of the Registrar

University Rector

د. علي بن محمد الشهراني

Director of Registration and Admission

إبراهيم بن أحمد آل فاضل

Division of Admissions and Registration

2019/2020

Student Name: Sarah Nabeel Bakhsh
Student Number: 201600953 **OUVS ID:** 274553
Gender: Female **Program of Study:** Business Studies - Systems Track
Date of Birth: June 04, 1996
Nationality: Pakistan **Admission Date:** First semester 2016
Basis of Admission: High school (Literature) 2013

Status: Graduates

Credits Earned via AOU Language Center

Course	Course Title	Credits	Grade
EL097	English orientation Programme (Level 1)	0	CR
EL098	English orientation Programme (Level 2)	0	CR
Total Number of Accepted Transfer Credits		0	



Semester	: 2016/2017		First	
Status	: Registered			
Course	Course Title	Credits	Grade	Points
*EL099	English orientation Programme (Level 3)	0	S	
AR111	Arabic Communication Skills (I)	3	A	12.00
GR101	Self-Learning Skills	3	B	9.00
GR111	Arab Islamic Civilization	3	B+	10.50
	EHRs	QHRs	QPTS	GPA
Semester	9.00	9.00	31.50	3.50
Cumulative	9.00	9.00	31.50	3.50

Semester	: 2017/2018		Second	
Status	: Registered			
Course	Course Title	Credits	Grade	Points
BE210/4	Financial Accounting	4	D	6.00
LB160	Professional Communication Skills for Business	8	C	16.00
MU123	Discovering Mathematics	8	B+	28.00
		EHRs	QHRs	QPTS
Semester		20.00	20.00	50.00
Cumulative		49.00	49.00	138.50
		GPA		
Semester		2.50		
Cumulative		2.83		

Semester : 2016/2017		Second		
Status : Registered				
Course	Course Title	Credits	Grade	Points
AR112	Arabic Communication Skills (II)	3	B+	10.50
EL111	English Communication Skills (I)	3	A	12.00
TU170	Computing Essentials	3	A	12.00
		EHRs	QHRs	QPTS
Semester	9.00	9.00	34.50	3.83
Cumulative	18.00	18.00	66.00	3.67

Semester	: 2017/2018		Summer	
Status	: Deferred - Discontinued			
Semester	: 2018/2019		First	
Status	: Registered			
Course	Course Title	Credits	Grade	Points
B203A	Business Functions in context I	8	B	24.00
T205A	System Thinking : Principles and Practice (1)	8	B	24.00
	EHRs	QHRs	QPTS	GPA
Semester	16.00	16.00	48.00	3.00
Cumulative	65.00	65.00	186.50	2.87

Semester	: 2016/2017 Summer	
Status	: Deferred - Discontinued	

Arab Open University				
Semester : 2017/2018		First		
Status : Registered				
Course	Course Title	Credits	Grade	Points
*MU123	Discovering Mathematics	8	FF	0.00
B120	An Introduction to Business Studies	8	D	12.00
EL112	English Communication Skills (II)	3	B+	10.50
	EHRs	QHRs	QPTS	GPA
Semester	11.00	19.00	22.50	1.18
Cumulative	29.00	37.00	88.50	2.39

Semester : 2018/2019		Second		
Status : Registered				
Course	Course Title	Credits	Grade	Points
B203B	Business Functions in context II	8	B	24.00
BUS115	Small Business Management	4	A	16.00
T205B	System Thinking : Principles and Practice (2)	8	B	24.00
	EHRs	QHRs	QPTS	GPA
Semester	20.00	20.00	64.00	3.20
Cumulative	85.00	85.00	250.50	2.95



Division of Admissions and Registration

2019/2020

Student Name: Sarah Nabeel Bakhsh
Student Number: 201600953 OUVS ID: 274553
Gender: Female Program of Study: Business Studies - Systems Track
Date of Birth: June 04, 1996
Nationality: Pakistan Admission Date: First semester 2016
Basis of Admission: High school (Literature) 2013

Status: Graduates

Semester : 2019/2020 First
Status : Registered

Course	Course Title	Credits	Grade	Points
B123	Management Practice	8	B	24.00
BE200	Marketing Management	3	A	12.00
BUS310	Strategic Management	8	B	24.00



	EHRS	QHRS	QPTS	GPA
Semester	19.00	19.00	60.00	3.16
Cumulative	104.00	104.00	310.50	2.99

Semester : 2019/2020 Second
Status : Registered

Course	Course Title	Credits	Grade	Points
B325	Managing across organisational and cultural boundaries	8	B+	28.00
B327	Sustainable enterprise and innovation	8	A	32.00
SYS380	Managing Systems Complexity	8	A	32.00



	EHRS	QHRS	QPTS	GPA
Semester	24.00	24.00	92.00	3.83
Cumulative	128.00	128.00	402.50	3.14

باجد بن رفيع العطياتي
Bajed bin Raffa Aladhyani

Cumulative GPA: 3.14

-----End of Academic Record-----

Degree Awarded
Graduation Date: 08/JUL/2020



041046
2016