

## CURRICULUM VITAE



**NAME : SAIMA ABDUL KARIM MISTRY**

**ADDRESS :**

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Room No. 51, Gaon devi Dongeri , Makrani pada Cama Road Andheri West, Mumbai 400058.

**CONTACT :**

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E-Mail: [saimamistry3@gmail.com](mailto:saimamistry3@gmail.com)

Mobile No.: 8879510971

**PROFESSIONAL SUMMARY:**

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Develop professional skills of teaching students of every age by providing work-based learning.  
To offer quality education to students.

**INTERPERSONAL SKILLS :**

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- Positive attitude
- Patience
- Excelling in communication
- Superior understanding quality
- Collaboration
- Problem-solving
- Creativity and enthusiastic
- Self- motivated and self-discipline

**ACADEMIC PROFILE:**

Qualification	Institutions	Affiliated To	Year of Passing	Percentage	Grade
<b>B.Ed</b>	Humera Khan B.Ed College	Mumbai University	May 2020	60%	B Grade
<b>M.Com (Accountancy)</b>	Ismail Yusuf College	Mumbai University	May 2018	60%	B Grade
<b>B.com</b>	Mumbai University	Mumbai University	Mar. 2016	61%	B Grade
<b>H.S.C.</b>	Ismail Yusuf College	Maharashtra State Board	Feb. 2013	62%	B Grade
<b>S.S.C.</b>	Farooq High School	Maharashtra State Board	Mar. 2010	83%	A Grade

**WORK EXPERIENCE:**

Name of the Institutes	Subjects	Standard
M.A High School (Primary &Secondary)	Maths,	VI & VII
Alitehad Junior College of Arts,Commerce and Science	B.k. OCM SP	XI- XII
Ismail Yusuf College of Arts Science and Commerce	ACFM, IMA  BK , O.C	FYBCOM SYBCOM TYBAF & XI ,XII
Ismail Yusuf College of Arts Science and Commerce	ACFM,FMO, Costing, Direct tax, Auditing.  BK , O.C	FYBCOM SYBCOM, TYB.com , SYBAF, TYBMS. XI. XII

**Previous experience:**

- Maintaining daily attendance register.
- Delivering lectures and periodic monitoring of students performance.
- Supervision of H.S.C board examination as well as work as External examiner.
- Preparing seating arrangements, exam time table for Jr. & Degree Section.
- Conducting ATKKT exam and results preparation, cross checking and displayed on notice board.
- Drafting of various academic notices and notice register maintenance.
- Online assessment of TYBCom , TYBAF, TYBMS papers.
- Handling cultural activities events.
- Form filling work for regular and ATKKT exams in Jr. and Degree section.

**INTEREST :**

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- Accepting the challenging jobs.
- Able and efficient to teach other subjects – Costing A/c, Management A/c, Mathematics and Statistics other theory subjects at master level.

**PERSONAL PROFILE:**

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Date of Birth : 13/06/1995  
Age : 29  
Marital Status : Un Married  
Languages known : English, Hindi, and Gujarati.  
Nationality : Indian  
Hobbies & Interest : Desire to learn new things; do innovative work, exploring, internet surfing, reading books, Painting, crafting, listening music, etc.

**WORKSHOP & SEMINARS:**

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- Successfully completed a **One Week National Faculty Development Program (FDP)** from October 10th to October 16th, 2023.
- . Organized/Manage numerous **seminars, webinars, and workshops** throughout the academic years.

- Attended a **One-Day Hands-on Training Research Workshop on Research Paper Writing** with **Prof. Dr. Arvind Luhar** on December 5th, 2022.
- . Paper setting, Supervision, Conducted departmental examinations.
- Contributed as a member of the **International Conference organizing committee** in February 2023.
- Served as a member of the National Conference organizing Committee in February 2024.

**Research Paper Published:**

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1. A Study on “Challenges faced on online Teaching and Learning ”
2. An Application of Artificial intelligence in Education.

**DECLARATION:**

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I hereby declare that all the information included here with is true to my knowledge.

Date:

Place: Mumbai

*Signature*

*Saima Mistry*



2016



# University of Mumbai

No.0004.177

INSTITUTE OF DISTANCE AND OPEN LEARNING  
 Certificate showing the number of marks obtained by

I. O. O. L. : 279. 10270

/ MISTRY SAIMA ABDUL KARIM PEHANA  
 in each head of passing at the **First Year B. Com.**  
 (Three Year Degree Course) Examination of

APRIL, 2016.

SEAT NO. HEADS OF PASSING

20973

MAXIMUM MARKS	COMMERCE DISCIPLINE SUBJECTS								GRAND TOTAL	REMARKS				
	MINIMUM MARKS FOR PASSING	MARKS OBTAINED	Business Communication	Business Economics Paper - I	Commerce Paper - I	Environmental Studies	Mathematical & Statistical Techniques	Accounting & Financial Management Paper - I						
100	35	45+	100	40+	100	42	100	35+	100	35+	100	49+	281	PASSES
700														

Date: 21/06/2016

RECEIVED ₹ 50/-

*Signature*

I/C DIRECTOR

F. - HEAD OF FAILURE, +. - MARKS CARRIED, E. - EXEMPTION IN THE HEAD, . - NOT APPLICABLE, AB. - ABSENT, @ - O.5042, \* - O.5045, / - FEMALE, ~ - DYSLEXIA BENEFIT





# University of Jharkhand

CGP: 279/01891

CERTIFICATE SHOWING THE NUMBER OF MARKS OBTAINED IN EACH HEAD OF PASSING BY

/MISTRY SAIMA ABDUL KARIM REHANA

AT THE THIRD YEAR B.Com. (THREE YEAR DEGREE COURSE) EXAMINATION HELD IN APRIL 2017

2017

### HEADS OF PASSING

SPECIAL APPLIED GROUP : B3 : FINANCIAL ACCOUNTING & AUDITING (IDOL\_REV)  
 : PAPER VI : 61 : EXPORT MARKETING (OLD)  
 : PAPER VII : 77 : MARKETING RESEARCH (OLD)

SEAT NO.	COMPULSORY PAPERS	SPECIAL GROUP			TOTAL OF SPECIAL GROUP	APPLIED COMPONENT / VOCATIONAL GROUP					GRAND TOTAL	REMARKS	
		PAPERS				PAPER I	PAPER II	PAPER III	PAPER IV	PAPER V			
2990	**MHRM	BUSINESS ECONOMICS	1	2	3	TH	PR	TH	PR				
	MAXIMUM MARKS	100	100	100	100	100	---	100	---	---	700		
	MINIMUM MARKS FOR PASSING	35	35	20	20	35	---	35	---	---			
	MARKS OBTAINED	48	35	49	47	71	167	40	---	39	---	329	SECOND CLASS

\*\*MARKETING & HUMAN RESOURCE MANAGEMENT

RESULT DECLARED ON: SEPTEMBER 19, 2017

DIRECTOR  
BOARD OF EXAMINATIONS & EVALUATION

# - O.229, @ - O.5042 / O.5043, ★ - O.5045, F - HEAD OF FAILURE, + - MARKS CARRIED,  
E - EXEMPTION IN THE HEAD, - - NOT APPLICABLE, A - ABSENT, / - FEMALE, ~ - DYSLEXIA BENEFIT.

0001895





# University of Mumbai

CCF: 086: 0023

## GRADE CARD

NAME : / MISTRY SAIMA ABDUL KARIM REHANA  
 EXAMINATION : M.COM (SEM-IV) (Choice Based Credit System)  
 HELD IN : MAY 2019  
 SEAT NUMBER : 6019

COURSE CODE	COURSE TITLE	COURSE CREDITS	GRADE			CREDIT EARNED (C)	GRADE POINTS (G)	C X G
			TH/PR	IA	OVERALL			
GROUP: 1	ADV. ACCTG, CORP. ACCT & FIN MGMT							
11	CORPORATE FINANCIAL ACCOUNTING	6	C	A	B	6	6	36
12	IND. TAX-INTRO OF GOOD DS & S.T.	6	B+	A+	A	6	8	48
13	FINANCIAL MANAGEMENT	6	B+	A	B+	6	7	42
16	GRP-1: PROJECT WORK-II	6	--	A	A	6	8	48
<b>TOTAL</b>		24				24		174

SEM-I GPI : 5.50  
 SEM-III GPI : 7.75

SEM-II GPI : 6.25  
 SEM-IV GPI : 7.25

SUCCESSFUL

CGPI : 6.69 @0.07

Remark : AUGUST 13, 2019

Result Declared on :

*V. Patel*  
 DIRECTOR

BOARD OF EXAMINATIONS & EVALUATION



# University of Mumbai

## GRADE CARD

CCF:0656:0024  
MEDIUM : ENGLISH  
ANS. LANG : ENGLISH

NAME : /MISTRY SAIMA ABDUL KARIM REHANA

EXAMINATION : TWO YEAR BACHELOR OF EDUCATION (SEM-IV) (CBCS)

HELD IN : APRIL 2021

SEAT NUMBER : 1188473

COURSE CODE	COURSE TITLE	COURSE CREDITS	GRADE			CREDIT EARNED (C)	GRADE POINTS (G)	C X G
			TH / PR	IA	OVERALL			
1	CONTEMPORARY INDIA & EDUCATION	6	D	A+	B+	6	7	42
3	GUIDANCE & COUNSELLING	6	B	A+	A	6	8	48
5	CREATING & INCLUSIVE SCHOOL	6	B	A+	A	6	8	48
6	READING & REFLECTING ON TEXT	3	A		A	3	8	24
7	PROJECT BASED COURSE-4	9	A+		A+	9	9	81
	AUDIT COURSE DRAMA & ART IN EDUCATION	3						
<b>TOTAL</b>		<b>33</b>				<b>30</b>		<b>243</b>

SEM-I- GPA : 7.75

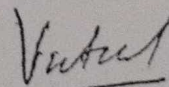
SEM-II- GPA : 9.00

SEM-III-GPA : 8.20

SEM-IV- GPA : 8.10

Remark : SUCCESSFUL CGPI : 8.25

Result Declared on : JUNE 17, 2021

  
DIRECTOR

BOARD OF EXAMINATIONS & EVALUATION