

MAHEEN TUFAIL DAHRAJ

Dept. of English Linguistics and Allied Studies
NED University of Engineering and Technology
Email: maheentufaildahraj@gmail.com
LinkedIn: Maheen Tufail Dahraj

PROFESSIONAL TEACHING EXPERIENCE (NEDUET)

➤ **LECTURER (ENGLISH)**

English Linguistics and Allied Studies
NED University of Engg and Tech.
2018 – Present

✓ **Key Responsibilities:**

Teaching undergraduate and postgraduate courses to **BE, BS** and **MS** (Applied Linguistics) students:

Undergraduate Courses:

1. *Professional Ethics (HS-219)*
2. *Oral Communication (HS-201)*
3. *Business Communication and Ethics (HS-304)*
4. *Functional English (HS-104/HS-111)*
5. *Stylistics (HS-406)*

Postgraduate Courses (MSAL):

1. *Language Teaching Methodologies*
2. *Syllabus Designing and Testing*
3. *Second Language Acquisition*

Supervising and Examining BS English and MS Applied Linguistics Thesis and Final Year Projects (FYP):

1. *Comparative Study on Impoliteness Strategies and Gender Role in Pakistani and American Talk shows (2022)*
2. *Perceptions of Undergraduate Students on Learning Speaking Skills through Online Classes (2021)*
3. *Use of Self-Mentions in Research Articles published in HEC and ISI Social Sciences Journals (2020)*
4. *Employer' Perceptions on the English Written and Oral Workplace Communication Preparedness and Performance of Engineering Graduates (2019)*

✓ **Additional Responsibilities at NEDUET:**

- ❖ February 2022 – Present
 - **Oversight Committee Member** in Green Youth Movement offered by HEC under Prime Minister KamyabJawan, National Youth Development Programme.
- ❖ March 2021 – Present
 - **Editorial Committee Member** of NEDIAN Newspaper (launched in September 2021)
- ❖ January 2020 – Present
 - **Faculty In-charge** of Literary and Publications Society (LPS), NEDUET

✓ **Other Engagements/Associations:**

- **Language Teacher** in English Works Program 2022-23 (NEDUET) sponsored by Regional English Language Office (RELO), U.S. Embassy, Islamabad (November 2022 - June 2023)
- **TESOL Global Member (2023-24)** in TESOL Virtual International Convention 2023
- **Peace builder Faculty Representative** in PIPS NED Chapter (January 2022)
- **Trainer in Training Module: Employability and soft skills** offered by Humanities Department under NAVTTC at NEDUET (2017)

➤ **COOPERATIVE TEACHER (ENGLISH)**

Humanities Department
NED University of Engg and Tech
2016 – 2018

✓ **Key Responsibilities:**

- Teaching undergraduate courses to **BE/BS** students and supervising Final Year Projects.

➤ **VISITING FACULTY (ENGLISH)**

Indus University - 2016 – 2018

EDUCATION

Ph. D. – Applied Linguistics (in progress)

University of Sindh, Jamshoro

MS – Applied Linguistics (2018)

NED University of Engineering and Technology

RESEARCH PUBLICATIONS

1. **HEC ‘Y’ Category (2022):** Research Paper published in Al-Azhār Research Journal on the Integration of a Process-genre Approach to Teaching Research Proposal Writing to English Masters Students at Public Sector University.
2. **ISI Indexed (2020):** Research paper published in International Journal of English Linguistics; Vol. 10, No. 4; 2020 on Use of Digital Technological Tools among Undergraduate English Language Learners in Pakistan.
3. **Scopus Indexed (2020):** Research paper published in International Journal of Psychosocial Rehabilitation on Corpus Analysis of Metadiscourse Markers used in Argumentative Essays by Pakistani Undergraduate Students.

RESEARCH PAPER PRESENTATIONS & WORKSHOPS

1. Co-Presented a research paper in 3rd National Research Students’ Conference on Language and Literature (NRSCL) 2021 titled “**Perceptions of Undergraduate Students about Learning Speaking Skills through Online Classes**” in November 2021 at University of Sindh, Jamshoro.
2. Conducted a workshop on ‘**Effective Practices of English Language Teaching**’ at Cantt Public PG College for Women, Malir Cantt, Karachi in February 2020.
3. Presented a research paper in 2nd National Research Students’ Conference on Language and Literature (NRSCL) 2019 titled “**Influence of English language on the Multilingual Pakistani Undergraduates of Public and Private Sector University**” in November 2019 at University of Sindh, Jamshoro.
4. Presented a research paper in 1st International Conference on English Language and Linguistics (ICELL) 2019 titled “**Evaluation of the Supplementary Sindhi Literacy Reading Material at Primary Level**” in March 2019 at Mehran University of Engineering and Technology, Jamshoro.
5. Presented a research paper in 3rd International Conference of Linguistics Association of Pakistan (ICLAP) 2017 titled “**A Study exploring the use of Urdu loanwords in English Newspaper in Pakistan**” in October 2017 at NED University of Engineering & Technology, Karachi.
6. Conducted a workshop on “**Teaching Speaking Skills through Cooperative Strategy**” at 32nd SPELT International Conference, Habib University, Karachi in October 2016.

CONFERENCES & WORKSHOPS (ORGANISED, CONDUCTED AND ATTENDED)

1. Attended **TESOL Virtual International Convention 2023** on April 03rd and 4th, 2023, by RELO, Pakistan.
2. Attended a Seminar on **Women’s Role in Science, Arts and Education in Pakistan** held on March 10th, 2023 at NED University of Engineering and Technology.
3. Conducted a training session for Faculty members on “**Technical Writing and Research Manuscripts**” on February 06, 2023 under the Faculty Development Program at NED University of Engineering and Technology.
4. Attended **3rd English Language Expo 2022** sponsored by Regional English Language Office at U.S. Embassy in Islamabad on December 09-11, 2022.
5. Attended a Workshop on **Effective Reporting and Writing** held on December 03, 2022 at NED University of Engineering and Technology.
6. Attended a Seminar on **Social Cohesion and Peacebuilding on Campuses** on March 25th, 2022 at NED University of Engineering and Technology, Karachi.
7. Attended **PakTesol Workshops** in the Launching Ceremony held in January 2022 at Sindh University, Jamshoro.
8. Attended Seminar on **Impact of Covid 19 on Skilling, Upskilling and Reskilling in the field of ELT** organized by Iqra University on October 21, 2021.
9. Attended Seminar on **Fostering Multilingualism for Inclusion in Education and Society** conducted online by Dr. Fauzia Shamim on International Mother Language Day on February 21, 2021.
10. Attended Seminar on **Mother Tongue Based Multilingual Education (MTB MLE)** arranged by English

- Language Development Center, MUET, on International Mother Language Day on February 21, 2021.
11. Participated in **Qualitative Case Study: Theoretical Underpinnings with Hands on Practice (workshop)** held on July 25, 2020 conducted by Dr. Sumera Umrani, and organized by IELL, University of Sindh, Jamshoro.
 12. Attended **National Research Symposium on Teaching English in a Multilingual Society** held on January 18 & 19, 2020 at Iqra University, EDC Campus, Karachi.
 13. Attended **First NED Women Conference 2019** held on 20th & 21th December at NED University of Engineering and Technology.
 14. Attended **2nd National Research Students' Conference on Language and Literature (NRSCL) 2019** held on November 27th, 2019 at University of Sindh, Jamshoro.
 15. Participated in **Hands-on Training on SPSS 20** held on November 5th & 6th, 2019 organized by Humanities Department at NED University of Engineering and Technology.
 16. Attended **35th SPELT International Conference 2019** as a Moderator (Research SIG Workshops) held on October 26th & 27th, 2019 at Iqra University, Karachi.
 17. Attended **Teaching Language and Linguistics (Workshop)** held on September 5, 2019 at IELL, University of Sindh, Jamshoro.
 18. Attended **1st International Conference on English Language and Linguistics (ICELL) 2019** held in March 2019 at Mehran University of Engineering and Technology, Jamshoro.
 19. Attended **33rd SPELT International Conference 2017** held at Dawood Public College, Karachi.
 20. Organized **'Toastmasters: Developing the Leader within You'** session on public speaking conducted by Express Toastmasters Club in collaboration with Applied Linguistics Club on December 18, 2018 at National Incubation Center, NED University of Engineering and Technology.
 21. Organized **3rd International Conference of Linguistics Association of Pakistan (ICLAP) 2017** held at NED University of Engineering and Technology, Karachi.
 22. Attended **32nd SPELT International Conference 2016** held at Habib University, Karachi.
 23. Attended **31st SPELT International Conference 2015** held at Habib Public School, Karachi.
 24. Attended **National Youth Conference 2014** held at University of Karachi.

HONORS, NOMINATIONS AND ACHIEVEMENTS

1. **Judge** in **"Speak Out for Engineering"** organized by IMechE on March 20th, 2023 at NED University of Engineering and Technology.
2. Nominated as a **Trainer** in QEC's Faculty Training program on **"Technical Writing and Research Manuscripts"** at NED University of Engineering and Technology in February 2023.
3. Nominated **Host** for announcements in two-days **International Conference on Future Trends of Quality Assurance in Higher Education 2022** held on 16th & 17th May 2022 at NED University of Engineering and Technology.
4. **Judge** in **"Speak Out for Engineering"** organized by IMechE on January 8th, 2022 at NED University of Engineering and Technology.
5. Nominated **Host** for announcements in **30th Convocation 2021** held in November 2021 at NED University of Engineering and Technology.
6. **Judge** in **"Speak Out for Engineering"** organized by IMechE on December 19th, 2020 at NED University of Engineering and Technology.
7. Nominated **Host** for announcements in two-days **4th NED International Textile Conference 2020** and **5th All Pakistan DICE Textile Innovation Event 2020** held on 2nd & 3rd March 2020 at NED University of Engineering and Technology.
8. Nominated **Host** for announcements in two-days **First NED Women Conference 2019** held on 20th & 21th December 2019 at NED University of Engineering and Technology.
9. Nominated **Host** for announcements in two-days **International Conference on Advanced Materials and Process Engineering 2019** held on 11 & 12th December 2019 at NED University of Engineering and Technology.
10. **Judge** in **"Speak Out for Engineering"** organized by IMechE on November 21st, 2019 at NED University of Engineering and Technology.
11. Nominated **Host** for announcements in **Orientation Day 2018** and **2019** held in October 2018 and 2019 at NED University of Engineering and Technology.
12. Invited as a **Guest Speaker** in Postgraduate Seminar titled "Current Trends & Perspectives in Research Methodologies" organized by Humanities Department under MS-Applied Linguistics Program on March 15, 2019 at NED University of Engineering and Technology.
13. **Judge** in **"Speak Out for Engineering"** organized by IMechE on December 31, 2018 at NED University of Engineering and Technology.
14. Nominated as a **Trainer** in **NAVTTTC-2018 Training Courses (Employability and Soft Skills)** at NED University of Engineering and Technology.
15. **Prime Minister Laptop** awarded in Scheme 4 from HEC at NED University of Engineering and Technology in 2018.
16. Nominated **Host** for announcements in **'DICE Automotive International Conference 2017'** held at NED

University of Engineering & Technology in December 2017.

17. **Member - Programme Committee** in **3rd International Conference of Linguistics Association of Pakistan (ICLAP) 2017**, hosted by NED University of Engineering & Technology in collaboration with HEC and LAP.

PROFESSIONAL TRAININGS, SEMINARS AND SESSIONS

1. Attended two days training workshop on **Creating Network of Faculty Peacebuilders in Universities** on January 14th and 15th 2022 at Beach Luxury Hotel, Karachi.
2. **Hands on Training on Corpus and NLP** held on February 24th & 25th, 2020 organized by Humanities Department at NED University of Engineering and Technology.
3. Attended training on **Examination Paper Setting as per OBE System** under QEC Training Program on December 31, 2019 at NED University of Engineering and Technology.
4. Attended a seminar on **Teaching Academic and Creative Writing in Undergraduate Classrooms** on November 21st 2019 held at NED University of Engineering and Technology.
5. Attended **Faculty Development Training** under the QEC Faculty Development Program from October 15th, 2019 till November 7th, 2019 at NEDUET.
6. Attended a symposium on **"Kashmir and Security of Pakistan"** conducted by ISH faculty on September 06, 2019 at NED University.
7. Attended a session on **"What is a good English Language Teacher"** conducted by Jerrold Frank on July 16, 2019 at US Consulate General, Karachi.
8. Attended a session on community service **"Plantation for a Better future"** in collaboration with Applied Linguistics Club on June 25, 2019 at CIS Lecture Hall, NEDUET.
9. Attended a session **'Rethinking the scope of Psychology in Language and Education'** in collaboration with Applied Linguistics Club on April 17, 2019 at CIS Lecture Hall, NEDUET.
10. Attended HEC's training session (non-certified) on **"Technology Innovation Support Centre (TISC)" and "Patent Procedures"** in collaboration with IPO Pakistan in July and October 2018 at NEDUET.
11. Attended a session by Dr. Inge Iqbal, director DAAD on **'German Academic Day'** at Consulate General of Germany, Karachi on October 10, 2018.
12. Participated in the Post-Graduate Seminar titled **'Research Methods: Exploring Perspective & Practices'** organized by Department of Humanities in January 2018 under MS-Applied Linguistics Program.
13. Attended Seminar on **'Professional Ethics'** in 2017 at NEDUET.
14. Attended a non-certified seminar on **"Is Islam a logical Religion?"** in 2016, organized by the Department of Humanities, NEDUET.
15. Attended **Career Counselling Session** (non-certified) with Guest Speakers – Ms. Saira Ibrahim, Ms. Rahila Ashraf and SP Shehla Qureshi Sindh Police in 2016 at NED University of Engineering & Technology.

