



Dr. Sameena Iqbal

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SUMMARY

Dynamic Faculty in English Language & Literature /IELTS Instructor/ CSR Coordinator / Exam Controller with over 23 years of experience in educational leadership and academic governance. Proven ability in directing examination policies and advising on assessment reforms, driving operational efficiency and compliance. Successfully enhanced academic operations through strategic planning and digital transformation initiatives. Known for fostering cross-departmental collaboration and delivering exceptional outcomes. Ready to leverage expertise in organizational strategy and academic excellence to empower institutional success.

EDUCATION (*UAE Equivalency Certified by MOE*)

- PhD (English Literature) Bharathiar University, Coimbatore, India – July 2014 – August 2023
- BEd (English Language & Literature) Sri Sarada College of Education, Salem, India – June 1998 – April 1999
- MA (English Language & Literature) Sri Sarada College for Women, Salem, India – June 1996 – April 1998

CERTIFICATIONS

- CELTA, Cambridge University, British Council, Abu Dhabi – June – August 2013
- Competency-Driven, Outcome-Based Curriculum Design & Assessments – February 2013
- Generative AI – August 2024
- Visual Analytics – April 2024
- Faculty Development: Evaluation – June 2014
- Continuous & Comprehensive Evaluation – March 2014

WORK EXPERIENCE

MANIPAL ACADEMY OF HIGHER EDUCATION, DUBAI CAMPUS – August 2013 – Jan 2026 Assistant Professor of English / IELTS Instructor/Exam Controller/ CSR Project Coordinator / International Educational Tour Coordinator/ Literary Club Mentor

- Delivered courses in Business & Technical Communication for undergraduate programs including BBA, BCom, BSc ISM, and BSc BT & FNS.
- Additionally taught English Language for Foundation and BA Media students, as well as English Literature for BA (Honors) and BA Humanities cohorts.
- Conducted IELTS preparation sessions open to all university students, providing instruction in Listening, Reading, Writing, and Speaking to support students' academic and general training goals.
- Coordinated cross-departmental initiatives to guarantee seamless academic and examination operations across multiple programs.
- Directed comprehensive examination governance, encompassing scheduling, policy enforcement, quality assurance, and risk mitigation.
- Supervised secure systems for exam logistics, data management, and academic records, ensuring accuracy, transparency and compliance.
- Instituted digital platforms, Track Mark OSM evaluation, LMS platforms to enhance operational efficiency and reporting.

SUNRISE ENGLISH PRIVATE SCHOOL, ABU DHABI – *Apri 2007 – August 2013*

Head of English Department/ Teacher in English

- Delivered English Language & Literature for classes X-XII
- Spearheaded academic operations for the English Department, ensuring curriculum quality, faculty development, and CBSE-aligned assessment practices.
- Enhanced departmental performance through strategic planning, instructional leadership, and data-driven improvements.

Lecturer in English, SKAS College, Coimbatore, India

– *June 2004- Sep. 2005*

IELTS Instructor /Spoken English Faculty, St. Mary’s Institute, India

– *June 2003- May 2004*

Lecturer in English, Central Law College, Salem, India

– *June 2000 –May 2001*

Teacher in English, Anderson Matriculation Higher Secondary School, India –*June 1999- Apr. 2000*

SKILLS

- Academic Governance
- Strategic Planning
- Assessment Strategy
- Curriculum Mapping
- Data Analytics
- Edtech Integration
- Policy Implementation
- Institutional Documentation
- Institutional Alignment
- Quality Assurance
- Outcome-Based Education
- Digital transformation
- Advisory Executive Support
- Cross-Functional Coordination

TECHNICAL SKILLS

- MS Office Suite (Word, Excel, PowerPoint)
- LMS Platforms
- Project Documentation Tools
- Data Analysis & Reporting Tools
- Digital Communication Platforms

RESEARCH PUBLICATIONS: 13 Articles in International peer reviewed & referred journals

- **Iqbal, Sameena & Zareen, Zakkina.** “Dancing into Independence: The Rise of Female Identity in R.K. Narayan’s The Guide.” Roots International Journal of Multidisciplinary Research, Vol. 12, No. 1, August 2025. ISSN: 2349-8684. <https://www.rootsjournal.com/cissue.php>
- **Iqbal, Sameena.** “Fractured Bonds and Quiet Resistance: The Emotional Core of Mahesh Dattani’s Dual Narratives.” Roots International Journal of Multidisciplinary Research, Vol. 12, No. 1, August 2025. ISSN: 2349-8684. <https://www.rootsjournal.com/cissue.php>
- **Iqbal, Sameena & Ansari, Zakiya.** “Sense of Fulfilment through Domesticity in the Female Characters in Select Novels of R.K. Narayan.” BODHI International Journal of Research in Humanities, Arts and Science, Vol. 8 (Special Issue), pp. 5–9, February 2024. E-ISSN: 2456-5571. [Link](#)
- **Iqbal, Sameena.** “Predicaments and Emancipation of Women in the Novels of Paule Marshall.” Aadhunik Sahitya: A Quarterly Bilingual Journal of Literature, Culture & Modern Thinking, Year 12, Vol. 48, pp. 5–37, Oct–Dec 2023. ISSN: 2277–7083. RNI No. DELBIL/2012/42547.

INTERNATIONAL CONFERENCES: Participated & presented at seven international conferences

LANGUAGES

- English /Urdu/Hindi /Tamil/—Speak, Read and Write

REFERENCES

Dr. Sudhindra S Pro- Vice Chancellor, Manipal Academy of Higher Education, Dubai M: +971 56 114 8592 provcdxb@manipaldubai.com	Dr Sangeetha Vinod Deputy Registrar, Manipal Academy of Higher Education, Dubai M: +971 50 367 9907 deputy.registrar@manipaldubai.com	Dr Takur Mulchandani The Principal, Sunrise English Private School, Abu Dhabi. M: 0528849271 school@SEPS-auh.com
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