



Mohammad Kazim Honarjo

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ABOUT ME

Experienced professional with a diverse background in education, sports, and community leadership and travel management. Currently, an English Language & Computer skills teacher, boosting youth English skills and computer knowledge. Concurrently, Fundraising Manager at Youth for Environmental Protection. Co-Founder of Phoenix Training Center, empowering Afghan youth through mentorship. Also, Co-Founder of Youth Book Donation, overseeing book distribution. Engaged as Shareholder and Assistant Manager at Al Gallery Travel Agency, managing visa applications, ticket bookings, and coordinating pilgrimage tours to Karbala and Makkah. English Assistant and Computer programs instructor at KACSO Organization, language instruction and literacy development. Proficient in multiple languages and equipped with strong digital skills in designing, coding, photography, internet and programming languages.

EDUCATION AND TRAINING

21 OCT 2023 – 30 OCT 2023 Kabul, Afghanistan

CAPACITY BUILDING WORKSHOP Phoenix Training Center

Website <http://ptc.edu.af/>

1 JUN 2023 – 1 SEP 2023 Kabul, Afghanistan

CIT PROGRAM COURSE Asman-E-Danish Education Center

1 MAR 2023 – 1 SEP 2023 Kabul, Afghanistan

VANCOUVER TESOL TRAINING CENTER & OXFORDCERT UNIVERSAL ACADEMY Vancouver
TESOL Training Center

Website ttc.edu.af

1 FEB 2023 – 5 AUG 2023 Kabul, Afghanistan

PROFESSIONAL ENGLISH LANGUAGE COURSE TESOL Training Center

Website ttc.edu.af

1 MAY 2023 – 1 AUG 2023 Kabul, Afghanistan

100 DAYS OF CODING The Complete python pro Bootcamp for 2023

Website www.udemy.com

1 OCT 2022 – 10 APR 2023 Kabul, Afghanistan

HTML & CSS AND JAVASCRIPT COURSE Code With Mosh

Website <https://codewithmosh.com/>

1 JAN 2023 – 2 JUN 2023 Kabul, Afghanistan

ADVANCED PHOTOGRAPHY COURSE Positive Life Empowerment Organization(PLEO)

1 MAR 2022 – 1 DEC 2022 Kabul, Afghanistan

SAT PREPARATION Kaaj Education Center

3 JAN 2020 – 25 NOV 2020 Daykundi, Afghanistan

CIT PROGRAMS COURSE KACSO Organization

Website www.kacso.org

1 JAN 2020 – 25 NOV 2020 Daykundi, Afghanistan

ENGLISH LANGUAGE COURSE(B2+ LEVEL) KACSO Organization

Website www.kacso.org

3 MAR 2018 – 20 DEC 2020 Daykundi, Afghanistan

SECONDARY EDUCATION DIPLOMA Alqan Boys High School

3 MAR 2009 – 20 DEC 2017 Daykundi, Afghanistan

JUNIOR EDUCATION Alqan Boys High School

● **WORK EXPERIENCE**

15 SEP 2023 – CURRENT Kabul, Afghanistan

COMPUTER INSTRUCTOR & EFL/ESL/TOEFL/IELTS/DUOLINGO TEACHER ISSA INTERNATIONAL ENGLISH LANGUAGE ACADEMY

My responsibilities as an English Language Instructor at ISSA Academy

- *Language Instruction and Literacy Development*
- *Curriculum Development and Implementation*
- *Assessment and Feedback*
- *Creating a Positive Learning Environment*
- *Individualized Support and Communication*

My responsibilities as a Computer teacher at ISSA Academy

- *Curriculum Development and Instruction*
- *Hands-on Training and Practice*
- *Assessment and Feedback*
- *Individualized Support and Guided Learning*
- *Professional Development and Stay Updated*

Address Naqash Station, Shahid Mazari Road, , Kabul, Afghanistan

5 JAN 2024 – CURRENT Kabul, Afghanistan

SHAREHOLDER AND ASSISTANT MANAGER AI GALLERY

Main Activities:

- Managing Visas and booking tickets for clients
- Arranging tour guides to Karbala and Makkah for pilgrimage
- Providing information about our services to clients

1 JAN 2024 – CURRENT Kabul, Afghanistan

ASSISTANT TRAINER CHAMPIONS FOOTBALL CLUB

Main Responsibilities:

- Monitoring practices for proper technique, moves and safety compliance to prevent injuries among athletes.

- Customizing training for individual Football player, focusing on strengths and weaknesses, and delivering personalized support foster improvement.
- Assisting with teaching proper Football techniques, strategies, and tactics during practice by demonstrating moves, giving feedback, and helping athletes refine their skills.

1 JAN 2024 – CURRENT Kabul, Afghanistan

CO- FOUNDER AND BOOK MANAGER YOUTH BOOK DONATION

Main Activities:

- Managing Books
- Distributing Books
- Taking a list of those who borrow books
- Promoting New Books Through Displays and Community Engagement
- Making sure everyone get the books fairly
- Watching over the volunteers

4 DEC 2023 – 4 APR 2024 Kabul, Afghanistan

STUDY HALL MONITOR/ SUPERVISOR NEW ERA LIBRARY AND STUDY HALL

Main Activities:

- Oversees the quiet study environment, ensures compliance with rules
- Manages the borrowing and returning of library materials

10 OCT 2023 – CURRENT Kabul, Afghanistan

VOLUNTEER ICDL INSTRUCTOR PHOENIX TRAINING CENTER

Main Activities:

- Teaching ICDL programs for free for poor children.
- Developing friendly and warm environment for children.
- Holding free capacity building classes for children.

1 OCT 2023 – CURRENT Kabul, Afghanistan

CO-FOUNDER PHEONIX TRAINING CENTER

Main Activities:

- Empowering Afghan youths through various programs like preparing for TOEFL & IELTS tests and expert mentorship
- Conducting seminars on how to apply to scholarships
- Connecting Afghan Youths with foreign educational centers like Khan Academy and College Essay Guy Team

3 AUG 2023 – CURRENT Daykundi, Afghanistan

FUNDRAISING MANAGER YOUTH FOR ENVIRONMENTAL PROTECTION

Main activities:

- Raising environmental awareness, planting trees, and assisting
- Vulnerable people, we raised approximately \$2500 in funds for the Herat's earth quick.

1 MAR 2023 – 1 SEP 2023 Kabul, Afghanistan

GRAPHIC DESIGNER SALSAL PRINTING PRESS

Main activities:

- Design creation
- File preparation
- Collaboration with clients
- Pre-press tasks
- Quality assurance
- Project management

1 JAN 2021 – 1 MAY 2021 Daykundi, Afghanistan

VOLUNTEER ENGLISH LANGUAGE TEACHER KACSO ORGANIZATION

Main activities:

- teaching English language for young and old ages.
- Developing positive and friendly learning environment.
- Assessment and feedback
- Holding weekly competition between young children.

1 AUG 2020 – 1 NOV 2020 Daykundi, Afghanistan

AMBASSADOR INTERNATIONAL YOUTH MATH CHALLENGE(IYMC)

Main activities:

- Introducing IYMC programs to schools and other education centers, leading to hundreds of students.
- Empowering minds globally, fostering critical thinking and math creativity.

1 JAN 2020 – 25 NOV 2020 Daykundi, Afghanistan

CIT INSTRUCTOR KACSO ORGANIZATION

Main activities:

- *Curriculum Development and Instruction*
- *Hands-on Training and Practice*
- *Assessment and Feedback*
- *Individualized Support and Guided Learning*
- *Professional Development and Stay Updated*

1 JAN 2019 – 25 NOV 2020 Daykundi, Afghanistan

ENGLISH LANGUAGE ASSISTANT KACSO ORGANIZATION

Main Activities:

- *Language Instruction and Literacy Development*
- *Curriculum Development and Implementation*
- *Assessment and Feedback*
- *Creating a Positive Learning Environment*
- *Individualized Support and Communication*

● LANGUAGE SKILLS

Mother tongue(s): **PERSIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	B2	C1	C1	C1	B2
PASHTO	B2	B2	C1	C1	B2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● DIGITAL SKILLS

Python and JavaScript | HTML & CSS | Adobe Photoshop(Basic element) | Microsoft Office Package : Microsoft word, Excel, Access, powerpoint | Designing | INTERNET AND SOCIAL MEDIA | Social media/ Social network | Social media management (Facebook, Twitter, LinkedIn, YouTube, Instagram)

● CONFERENCES AND SEMINARS

1 JAN 2024 – 10 JAN 2024 Kabul, Afghanistan

Teacher Training Seminar

This seminar was organized by the TESOL Training Center to enhance the skills of English teachers over a period of ten days.

● HONOURS AND AWARDS

20 DEC 2018

Best Student of the Year – Alqan Boys High School

I had the honor of being named the best student at Alqan Boys High School on two occasions, during both the 10th and 12th grades.

20 DEC 2020

First Place Holder at mathematics association of Alqan Boys High School – Alqan Boys High School

I am proud to have achieved the top position out of 400 high school students at Alqan Boys High School.

21 SEP 2019

Appreciation Letter – KACSO Organization

I am thrilled to share that I was honored with an appreciation letter on International Day of Peace for achieving first place in a peace competition involving 300 students.

20 NOV 2019

Best Student of the KACSO Organization – KACSO Organization

I secured the first position out of 350 students at KACSO Organization and was acknowledged as the top student.

1 JAN 2024

The Best Employee – ISSA International English Language Academy

I was certified as the best English language instructor and computer skills teacher in recognition of my outstanding performance throughout the year 2023.

20 JAN 2024

The Best Employee – Phoenix Training Center

I was certified as the best employee in recognition of my outstanding performance at Phoenix Training Center in year 2024.

1 FEB 2024

The best Forwarder among 10 Football Clubs – Champions Club

I am proud to have earned a bronze medal and to be certified as the top forwarder in the Champions Tournament.

1 MAR 2024

The Best Public Speaker – ISSA International English Language Academy

I was recognized as the best public speaker by ISSA International Language Academy.

● MANAGEMENT AND LEADERSHIP SKILLS

time-management, communication with people, Able to accomplish differiend projects, Able to be a team leader, Strategic planning, Problem-solving, Decision-making, Delegation, Team building, Conflict resolution

● ORGANISATIONAL SKILLS

Good in time management, work under hard pressure, work with full patient, completing tasks with full attention.

● HOBBIES AND INTERESTS

Reading informative books, parables ,and novels, Communicating with different types of people, Visiting historical and interesting places, Playing Football, Playing Volleyball, Travelling ,and etc

● COMMUNICATION AND INTERPERSONAL SKILLS

Main Communication and Interpersonal Skills

- Effective verbal and written communication skills
- Skilled in active listening
- Proven ability to build and maintain positive, collaborative relationships with colleagues and clients
- Demonstrated cross-cultural communication proficiency

● VOLUNTEERING

1 JAN 2021 – 1 MAY 2021 Daykundi, Afghanistan

English Language Instructor

During the course of five months, I had the opportunity to volunteer as an English teacher at KACSO Organization.

10 OCT 2023 – CURRENT Kabul, Afghanistan

CIT Instructor

I am currently serving as a CIT Instructor at the Phoenix Training Center as a volunteer, where I am dedicated to making a positive impact through my instruction.

● RECOMMENDATIONS

Sayed Ahmad Sadeq Munib My Colleague at ISSA International English Language Academy

During our time working together at ISSA International English Language Academy for over two years, I have had the opportunity to witness his outstanding achievements and success in the field of education and training.

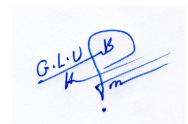
Email sayedsadeqmunib1234@gmail.com | **Phone** (+93) 705331480

Mr. Shirmohammad Alizadeh English and Computer Subject Teacher at Alqan Boys High School

I have had the pleasure of knowing Mohammad Kazim Honarjo for over three years, since his 10th grade. During this time, he has demonstrated exceptional qualities, talents, and contributions by participating in various contests, assisting the community, and bringing honor to our school. As his English and Computer Subject Teacher at Alqan Boys High School, where I have been working since 2012, I can confidently say that Mohammad Kazim Honarjo is one of the top five students I have had during my ten years as the English and Computer instructor at Alqan Boys High School.

Email shirmohammadalizadeh88@gmail.com | **Phone** (+93) 773107583

Kabul, Afghanistan , 1 May 2024



Mohammad Kazim
Honarjo