

Dr. Heena Gulab

Assistant Professor | Urdu Scholar | Academic Researcher | Research Mentor

■ Hyderabad, Telangana

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PROFESSIONAL SUMMARY

Dedicated and research-oriented academician with extensive teaching and mentoring experience in Urdu language and literature. Proven expertise in higher education, curriculum delivery, student counseling, literary criticism, and academic research. Experienced in teaching undergraduate and postgraduate students with strong communication, mentoring, and analytical abilities. Passionate about academic excellence, innovative teaching methodologies, and fostering intellectually engaging learning environments.

PROFESSIONAL EXPERIENCE

Assistant Professor | Maulana Azad National Urdu University (MANUU), Hyderabad

Oct 2025 – Present

- Deliver lectures and academic guidance for undergraduate and postgraduate students.
- Develop instructional materials, assignments, and course exercises.
- Mentor students in research methodology and academic development.
- Participate in curriculum planning and departmental academic activities.
- Conduct comprehensive student evaluations and individualized feedback.

PhD Graduate Assistant | MANUU, Hyderabad

Feb 2023 – Sept 2025

- Taught UG & PG students in Tanqeed, Nazm, and Gair Afsanvi Nasr.
- Guided students in literary analysis and research methodologies.
- Conducted mentoring sessions, discussions, and academic coordination.

Assistant Professor | Dr. Abdul Haq Urdu University, Kurnool

Sept 2019 – Nov 2019

- Delivered lectures and assessments effectively.
- Promoted student engagement and academic communication.

Teacher | Dar-ul-Uloom Niswani, Kurnool

May 2018 – June 2019

- Maintained academic records and performance reports.
- Conducted tutoring sessions and customized lesson plans.

- Mentored students and assisted newly joined teachers.

EDUCATION

Qualification	Institution	Year
Ph.D. in Urdu	Maulana Azad National Urdu University	2026
NET & JRF	University Grants Commission (UGC)	2020
AP SET – Urdu	Andhra Pradesh State Eligibility Test	2018
Master of Arts (Urdu)	Dr. Abdul Haq Urdu University	2018
Aleemiyat & Fazilath in Arabic	Dar-ul-Uloom Niswania	2016
Bachelor of Arts	Rayalaseema University	2016

CORE SKILLS

Academic Research | Urdu Literature & Language | Student Mentoring | Curriculum Development | Research Guidance | Higher Education Teaching | Academic Counseling | Literary Criticism | Lecture Delivery | Communication Skills | Educational Planning | Student Assessment

CERTIFICATIONS

- Diploma in Urdu Language
- Diploma in Functional Arabic
- Diploma in Computer Applications
- Diploma in Persian Language
- Diploma in Calligraphy & Graphic Design

ADDITIONAL STRENGTHS

- Strong academic writing and analytical abilities.
- Experience teaching both undergraduate and postgraduate students.
- Multilingual proficiency in Urdu, Arabic, Persian, and English.
- Research-oriented, disciplined, and student-focused professional.
- Excellent interpersonal communication and mentoring abilities.