International Programs School Co.
Boys & Girls
American Curriculum
Al Khobar, Saudi Arabia

شركة البرامج العالمية
لتعليم البنين والبنات
المنهج الأمريكي
الخبر، المملكة العربية السعودية

To whom it may concern,

I am pleased to recommend Miss Marwa Chatila, who served as our Science Lab Technician at the International Programs School in Al-Khobar from December 2023 to June 2025. During this period, Marwa proved herself to be exceptionally organised, highly knowledgeable, and an outstanding colleague whose work consistently elevated the quality, safety, and efficiency of our laboratories. Marwa led the complete digitisation of our laboratory stock, creating a reliable, up-to-date inventory that streamlined preparation for practical lessons and reduced waste. She strengthened our safety procedures by updating documentation, tightening routines, and ensuring resources were in the right place at the right time. Her improvements ranged from simple but transformative additions, such as glove dispensers, to more specialised items such as a mercury disposal kit. Her attention to detail is exemplary. Benches were prepared precisely, chemicals were labelled and stored correctly, and equipment was always calibrated and ready.

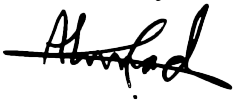
A major part of Marwa's contribution was supporting student practical work. She oversaw more than 100 International Baccalaureate Internal Assessments in Physics, Chemistry, and Biology. She prepared materials, supervised data collection sessions, and guided students in obtaining accurate, repeatable measurements. Teachers and students consistently commented on how her calm manner, careful planning, and clear guidance improved both the learning experience and the quality of the data collected.

Marwa also handled procurement with efficiency and integrity. She liaised with both local and international suppliers to source the right equipment and reagents at a good value. She tracked orders and timelines so that practical activities ran smoothly. Her communication is clear and professional. She anticipates needs, offers pragmatic solutions, and follows through without prompting. When unexpected challenges arose, such as last-minute timetable changes or equipment failures, Marwa responded quickly and effectively to keep lessons on track.

Beyond her technical strengths, Marwa is excellent to work with. She is dependable, discreet, and proactive, and she brings a collaborative spirit to everything she does. She contributes ideas that make daily lab life safer, more efficient, and more convenient, and she takes pride in doing things properly. In short, Marwa is the kind of technician who makes a science department better, procedurally, culturally, and academically.

I recommend Miss Marwa Chatila without reservation for any laboratory technician or laboratory management role. She would be an asset to any science department. If you require further information, I would be happy to discuss her work in more detail.

Yours faithfully,



Ahmad Wali
Head of Science, IBDP Biology Teacher
International Programs School (IPS), Al-Khobar, Saudi Arabia
[AHMAD.WALI@IPSKSA.com] | [+966558025775]