

Anisur Rahman

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PERSONAL PROFILE

Complexity drives me. The meticulous processes working behind the scenes, influencing our lives in both noticeable and unnoticeable ways. With the added trait of curiosity, I seek out knowledge, with a strong desire to develop into a well rounded individual and become part of the visualisation for a better future that empowers young people alike. I aspire to put my knowledge to the best use whilst also following a direction in life that can further nurture academic growth. The home of people, the earth, and the understanding of this dynamic world encapsulated my aspirations for a future worth living, a life of fulfilment and purpose.

EDUCATION

University of Hertfordshire BSc Geography (grade 2:1 overall) Sep 2017 – July 2020

Year 1: Investigative Skills & Techniques (1st), Introduction to Field Research (2:1), Geographies of Governance (2:2)

Year 2: People, Place and Movement (2:1), Fundamentals of Geospatial Information (2:1), Real World Research (2:1)

Year 3: Geopolitics (2:1), Dissertation – Migration Impacts for International Students (2:1), Geographic Information Systems (2:1)

City and Islington Sixth Form College Sep 2015 – May 2017

A Levels: Geography (C), Psychology (D), English Literature (C)

George Green's Secondary School: Sep 2013 – Jun 2015

GCSEs: 13 A-C including English, Triple Science and Mathematics

WORK EXPERIENCE

Hult International Business School: Visa & Compliance Coordinator May 2023 – Current

- Carrying out checks on documentation for international students intending to study in both the undergraduate and postgraduate campuses in London.
- Communicating with the UKVI to ensure that policy information is up to date.
- Applying policy changes to the Hult website that keeps up to date with current legislation.
- Communicating with multiple departments to enable a smooth transition for student experience into the campus, and to make sure that the student is covered on a UKVI standpoint.
- Dealing with ad-hoc requests for students

Gallagher: Global Privacy and Project Support Officer Sep 2022 – May 2023

- Ensuring that privacy and data protection guidelines are up to date and applied globally to all Gallagher services and acquisitions
- Supporting data protection projects through research; finding the most cost-effective route to increase efficiency in data collating and displaying methods.

Hult International Business School: Visa Coordinator Apr 2022 – Aug 2022

- Communicate and gather documentation, guide and advise international students as to the correct and appropriate immigration process to be pursued when applying for a UK Student Visa according to current visa policies.
- Prepare necessary applications and supporting documents as required when applying through the UK Government Student Visa site.

ProSapient: Associate Aug 2021 - Dec 2021

- Liaising with high profile clients in order to undergo market research in an industry of interest for investment
- Connecting appropriate experts of industries related to a project with clients for a consultation
- Fine tune research, communication and adaptability skills, as clients come from many different backgrounds with niche needs for specialised industry experts

Sitel: Government Guidelines Enforcement Caller Jan 2021 – Aug 2021

- Calling people tested positive for Covid-19, extracting data to provide further research for Covid-19
- Tackling the global pandemic through supporting and advising people with positive cases
- Nurtures independence, responsibility and leadership skills; left to our own devices to tackle a plethora of complaints and issues that can come up from a quickly created covid-tracking system, as well as taking ownership of the results from each interaction and sharing advice on how to deal with similar cases that others in the team may have to face

Sainsbury's Argos: Picker and Floor Staff Sep 2020 – Dec 2020

- Distributed and retrieved stock to ensure a smooth transition for customers to collect their items
- Managed time effectively through training new employees on how to do tasks
- Provided customer service for shop floor as well created a stock movement system that increased efficiency through implementing a knocking method on the lifts in the case of no radios being available

Cineworld: Team Member

Sep 2018 – Sep 2019

- Prepared food, maintained hygiene at the cinema and troubleshoot technology issues
- Tackled conflict resolution through being the first point of contact; was relied upon for supporting co-workers in any type of compromise or issues that may have been brought about due to a faulty registry system
- Brought about enthusiasm and a sense of trust amongst co-workers and management

Show and Events: Steward

Aug 2017 – Sep 2018

- Lead traffic through being a human traffic light to ensure smooth transportation for vehicles
- Security, Health and Safety Enforcement
- King's Cross and St. Pancras Safety and Advice Officer, Waterloo Security Staff; learned new train schedules in order to ease the foot traffic along the platform and erase congestion as well as staff stress and concerns on public safety
- Developed responsibility and dependability from me as I worked closely by the escalators and maintained smooth movement, whilst aiding anyone injured from the rush of people, even having to administer first aid and stop escalators in order to help anyone who had fallen

VOLUNTARY WORK**MAA Global: Public Relations Officer**

Sep 2022 - Current

- Liaise with vendor suppliers for event setup and design
- Support the social outreach of MAA Global through advertising and communicating with key stakeholders in relation to events focus
- Look out for the reputation of MAA Global, ensuring that its image is presented in a transparent, positive fashion, whilst looking for opportunities to increase MAA Global's charitable influence.
- Event logistics and setup; delivering success of an events technical aspects, making sure that it is running smoothly and as planned

Islamic Relief: Volunteer

Mar 2013 – Aug 2020

- Marketing role for charity events via social media to encourage maximum donations
- Supported planning for hiring, supervising new volunteers; developing leadership and rapport building skills
- Events organisation and logistics support

Solar panel pledge

Feb 2017 – May 2017

- Inspired environmental change via joining a 'green team' to encourage my college to use renewable energies
- Resulted in the Director pledged for solar panels, better insulation and switching off unused electronics

TRANSEFFERABLE SKILLS:

- Responsibility – This also entails care, empathy and open-mindedness, as to be a responsible individual, these traits are required. Will take ownership of one's actions and also ensure that whatever may come our way, working through it to achieve the best results
- Leadership – Can take ownership and make decisions that may be difficult but in the long run, garner great returns that would benefit all those involved. Also able to supervise and direct others into working at their best
- Adaptability – Can work in fast pace environments, thinking of the best plan of action on the spot
- Creativity – Able to look outside the box, taking in different perspectives that would otherwise be dismissed, piecing together any framework that could better the organisation and those who work within it
- Teamwork – When working as a team, no department should suffer from anyone else's negligence. Can bring about trust and loyalty to one another, with everyone considering each others thoughts and feelings without sacrificing quality of work
- Resilience – When the going gets tough, actively welcome it and challenge myself in order to develop and rise above the difficulties, all as a means to become a more capable individual
- Organisation – Adeptly plan and prepare for any situations that can arise on the job, with appropriate forms of dealing with them

TECHNICAL SKILLS

Developed the following skills through university modules: Mapping Human Geography and Geospatial information

- ArcMap – Intermediate
- ArcCatalog – Intermediate
- ArcGIS – Intermediate
- Microsoft Office – Advanced
- PowerBI - Intermediate

Self-taught Computer Aided Design (CAD) software:

- Photoshop – Intermediate
- Illustrator – Intermediate

INTERESTS

Badminton – Played all throughout secondary school and college (Played for college team)

Football – Used to play for football clubs

Boxing – Trained at Spotlight youth club for several years

Reading & Writing – An avid fan of multiple genres and poetry

Graphic Design – Creating vector art and logos

Fishing – Casual sport, travelling to different regions to practice new techniques