

Ayesha Waqar

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- **Date of Birth:** 04-12-1995
- **Address:** Ali sher house, street no 01, people colony G.t road, Ferozewala, Shadhara Lahore, Pakistan.

Summary:

To excel in a challenging and competitive environment offering high growth opportunities. Motivated and dynamic professional. Poses excellent, analytical, leadership and organizational skills with strong ethics. Ability to work with demanding personality's dead-line oriented schedules and changing environment.

EDUCATION:

Hailey College banking and Finance

(Risk management)

Lahore, Pakistan

2020

Punjab College of Commerce

Commerce

Lahore, Pakistan

2015

Al Osama College of Commerce

Commerce

Lahore, Pakistan

2013

EXPERIENCE

- **Assistant Manager/ Underwriter insurer:**
(SPI Insurance Company) Lahore, Pakistan
Jan-20 to Dec-2020
- **Internship at MCB Bank** Lahore, Pakistan
May to July- 2019
- **The House of Accounting**
Lecturer Lahore, Pakistan
Jan-16 to Dec-2017
- **Administrator**
Ahmad scholar model School Lahore, Pakistan
Jan-18 to Dec-2019

TRAINING & CERTIFICATIONS

- **Skills Development:** Developed skills like leadership, teamwork, communication and problem solving.
- **Social Project:** Worked on one month long social project and raised awareness among 100 children of primary school in my town about general ethics, hygiene and tree plantation.
- **Microsoft Excel:** Done a course from Coursera and learned the use of Microsoft Excel within business environments.

ADDITIONAL:

- **Technical Skills:** Microsoft Office (Word, Excel, PowerPoint)
- **Interpersonal Skills:** Self Learning, Problem Solving, Good Negotiation & Communication.
- **Volunteer/Social Work:** Planted trees for the betterment of society.
- **Workshops/Events:** Attended one day workshop at Hailey College Lahore by Akhuwat Institute of Social Enterprise and Management.
- **Interests:** Volunteering, Travelling, Fashion Designing, Social Media, Reading books, playing Tennis.

LANGUAGES:

- English
- Urdu
- Punjabi