

*Mr Qureshi*

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## Graduate Learning Support Assistant

### **PROFILE:**

Hardworking and ambitious graduate with experience in a variety of SEN roles. My work history has taught me a combination of different skills and enabled me to work successfully under pressure in a group or as an individual. I am a caring, inspirational and dedicated Learning Support Assistant with an excellent track-record of supporting and encouraging young people to achieve their true potential. Besides having worked with children who had a variety of learning needs, I have also been involved with numerous projects, group works and presentations from which I have gained valuable, transferable skills such as communications, time-management and prioritising workload.

### *Skills*

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- Excellent customer service & care skills
- High standard of organisational skills and techniques
- Leadership skills and team player – able to motivate others
- Computer literate in a range of IT packages
- Able to decide what steps are needed to achieve particular goals then implement these
- Excellent selling skills – Able to spot an opportunity
- Ability to allocate time in specific targets
- Work confidently with a group

### *Employment History*

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#### **SEN Teaching Assistant - Present**

**BumbleBee Education Ltd**  
North London Business  
Oakleigh Road South,  
N11 1GN

- Promote school policies on pupil behaviour.
- Support implementation of strategies to manage behaviour.
- Providing guidance, educational and emotional support to students with learning or behavioural difficulties and special needs.
- Providing 1-1 and small group tuition to SEN students.

- Employ strategies for behaviour management and report any problems to the teacher.
- Report any progress towards targets for children with Behaviour Support Plans.
- Provide level of attention appropriate to pupil's needs, modifying approach to ensure that desired outcomes are achieved.

**Frenford Young Peoples Club, SEN Head Coach**  
**April 2013 – Present**

- Specialised sports sessions and projects teaching special needs children under 18
- Helping children who suffer with autism, physical disabilities and behavioural issues to engage with fun activities.
- Planning tailored activities for each student to match their abilities.
- Coaching basketball students between ages 8-16
- Also coach different variety of sports i.e. badminton, football, cricket
- Captain of the Frenford Boys' SEN basketball team
- Help pupils to develop their self-confidence, independence and abilities
- Organise outings, social activities and sporting events

***Education***

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**London South Bank University**  
**103 Borough Road**  
**City of London SE1 0AA**  
**020 7815 7815**  
**Modules**

**Business Administration (BA Hon)**  
**Received Honours 2:1**  
**September 2010 – September 2013**  
**Msc Real Estate – passed 2**

**September 2014 – February 2015**

**City of Westminster College**  
**Elgin Avenue, London W9 2NR**

**Sep 2008 - June 2009**  
**English GNVQ**

**Beal High School**  
**Woodford Bridge Rd,**  
**Ilford, Essex, IG2 6HX**

**10 GCSEs Grade A\*-C**  
**Sep 2002 – Jul 2007**  
**BTEC Business Studies**  
**September 2007 - 2010**