

ABEERA FATIMA

DETAILS

Address

House # 24, Street#109, Jinnah
Gardens, Islamabad, Pakistan

Email

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Phone

03355398789

LINKS

LinkedIn: [bit.ly/44IMYIN](https://www.linkedin.com/in/bit.ly/44IMYIN)

SKILLS

- Knowledge of MS Office
- Time Management
- Critical Thinking
- Problem Solving
- Leadership and Teamwork
- Interpersonal Communication Skills

LANGUAGES

- Urdu
- English
- Chinese (Beginner Level)

HOBBIES

- Logo/Posture/ Brochure Designing
- Photography
- Badminton
- Travelling

PROFILE

I am a passionate and hardworking person, finding an opportunity to work in a reputable company to enhance my knowledge, skills and gain experience and to grow along with the organization. I am capable of learning new technologies at a good pace, easily adaptable to new environment. I am looking forward to an organization which supports creativity and decent learning environment.

EDUCATION

Bachelors in Business Administration *National University in Modern Languages, Islamabad*

2020 - PRESENT

- Currently in 7th semester, doing specialization in HR
- CGPA of 3.88.

Intermediate (HSSC)

Islamabad Model College for Girls, F-7/2, Islamabad

2017 - 2019

- Pre-Medical- 80%

Matriculation (SSC)

F.G Fazaia Public School, Rawalpindi

2015 - 2017

- Biology- 90%

COURSES

Inspiring and Motivating Individuals (Coursera)

University of Michigan

: <https://coursera.org/verify/VUCFSJFH5P9Y>

MARCH 6TH 2023 - APRIL 29TH 2023

Social Media Marketing

Axis Skills Training Institute

AUGUST 2022- SEPTEMBER 2022

ACHIEVEMENTS

Merit Based Scholarship

Got 1st position in whole batch in 1st and 4th semester.

Business Idea Selected in Business Incubation (BICON), NUML

DECEMBER 2022 - PRESENT

Our business plan was presented in front of selection committee and we are currently of BICON Cohort 7.

COMMUNITY SERVICE

Iftar Drive, CSR NUML.

AUGUST 2022 - SEPTEMBER 2022

Under the CSR society of NUML, our team collected donations and conducted an Iftar drive with the collaboration of Save The Humanity Group.

REFERENCE

Will be provided on demand.