

# ABEERA FATIMA

## DETAILS

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

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Phone  
03355398789

## LINKS

LinkedIn: [bit.ly/44IMYIN](https://www.linkedin.com/in/abeera-fatima-61/)

## 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.