



Razia Akbari

Medical/CS Student

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<https://akbarirazia.github.io/portfolio/>

About Me

I am a Medical and Computer Science student with professional experience in web development, HR, and management roles. I have a great interest in seeking out experiences and opportunities that will allow me to learn more.

Skills

- HTML/CSS
- JavaScript
- Tailwindcss/Bootstrap
- Java/Python
- Figma/Canva
- Soft Skills
 - Communication
 - Leadership
 - Goal Oriented

Languages

- Pashto - Native
- Persian/Dari - Native
- English - Full Proficiency
- Turkish - Intermediate Proficiency

Work Experience

2023-
present
1 month

Web Development Intern | SYNC INTERN'S

Within the one month internship duration, I worked on four web development projects that has provided me with hands-on experience in the industry.

2023 - 2023
4 months

HR and Digital Marketing Intern | Gao Tek Inc.

In my role, I handle HR tasks such as recruitment, employee records, new hire orientations, performance management, and employee relations. I also respond to employee inquiries, coordinate training programs, and provide administrative support to the HR department. Additionally, I ensure compliance with HR policies and assist with projects as needed.

Education

2021-2023
2 years

Associate of Science in Computer Science

University of the People - Pasadena, CA

2021-2027
7 years

Therapeutic Medicine

Ghalib University - Kabul, Afghanistan

2016-2020
5 years

High School

Afghan Turk Maarif High school - Kabul, Afghanistan

Reference

Mursal Ayobi

HR Team Leader at GAO Tek Inc.

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Samiullah Shirzai

HR Supervisor at GAO Tek Inc.

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