

Mahin Khan

Aviation Management

To promote, strengthen the institution, and grow myself with it. To be part of a platform where I can be cooperative and cultivate healthy working environment. To surround myself with dedicated, hardworking and competitive environment that helps me showcase my potential and talent.

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📍 Qtr no 167,Camp 5, PAF Base Faisal, Karachi, Pakistan

EDUCATION

Bachelor of Science in Aviation Management

PAF-KIET University, Karachi

01/2019 - 06/2023

3.72 CGPA

Intermediate

Army Public College , Faisal

07/2016 - 07/2018

Karachi

Matriculation

Army Public School and College System,
Sukkur

SKILLS

Team work

Time Management

Planning and Organizing

Good Communication

Leadership

Active Listener

CERTIFICATES

Merit Certificate for Scholarship Awardee

Scholarship Award achieved from PAF-Kiet University

WORK EXPERIENCE

Brandverse-Chikoo

Customer Onboarding Specialist

11/2023 - 2023

Karachi

Experience

- Relevant expertise includes establishing digital store fronts and integrating them with third-party POS (Point-of-Sale) systems for clients, as well as setting up and customising whole ecommerce stores for customers based on their requirements.
- Also assist with providing end-to-end support to the customers and facilitate their queries (Email/WhatsApp)
- Identifying customer's requirements and assisting them in utilizing specific product features.
- Ensure that the customers are satisfied through effective communication and issue-resolution technique.

LANGUAGES

English

Full Professional Proficiency

Urdu

Full Professional Proficiency

PROFICIENCIES

MS Word

MS Excel

Word Press Designing

Power Point

Internship

Civil Aviation Authority

12/2022 - 01/2023

Karachi

Experience

- Throughout my internship, gain valuable insights into the intricate workings of airport operations. This encompassed several vital departments of airport , overall the experience provided me with a comprehensive understanding of airport operations.