**Ateeb Naheem**

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**Profile**

A **technology loving** and knowledgeable postgraduate with a good range of **IT skills** and a lot of voluntary experience over the years. A **business minded individual** with huge ambitions in the future. I will rise to **new challenges,** however challenging they may be. I am looking for the chance to aid other indviduals with any software problems that they may encounter

**Education:**

**-2016-2017:** MSc Information Technology Management- University of Bradford

-**2013-2016:** BSc Computer Science - University of Bradford, Second Class lower Division (2:2)

**-2006-2013:** Secondary School and Sixth form – Oasis Academy Lister Park (formerly known as Challenge College): 11 GCSE’S A\*-C (including Maths, English and Science) 2 BTEC Level 3 Subsidiary Diploma (D\*D\*), BTEC Level 3 Subsidiary Diploma (Merit)

**Work experience/ Voluntary work:**

**May 2019- Present –** Green Lane Primary School

* **Communication skills:**  Interacting with the staff and students and aiding them in various technical problems that they have encountered. Helping the students to learn new and exciting ways in learning with computers. Showing them how to incorporate other subjects with IT/Computing.

**November 2017- Present –** Girlington Community Centre- Creating Posters for events held

* **Communication skills:**  Interacting with the staff and clients and helping them in different ways such as helping them find their way around and helping them with any problems such as technical difficulties they may have or ICT skills.

**January 2015- November 2017** Ummah Welfare Trust, Admin work

* **IT Skills –** Using large amounts of data to be entered in the Excel spreadsheet to calculate the donations.
* **Organization skills:** Productivity was achieved when these spreadsheets were made as there were several spreadsheets to create and edit. These spreadsheets were vital for the project that was undertaken as the charity needed them as soon as possible.

**May- June 2014** – Group EECS Student Enterprise Centre

* **Team Work skills:** Undertaking different roles within a group to help different clients from different companies with programming software’s.
* **Time Management skills:** Management of time is effective as the ability to balance my university work with my other commitments, without missing a deadline
* **IT Skills –** Experiencing and working with different programming languages such as Java and SQL. Also, gaining experience on how to create a GUI (Graphical User interface) by writing a Java program.

**May 2013 –** Mount Snowdown Charity Walk with Ummah Welfare Trust

* **Self-Motivation skills:** Motivating people who struggled to climb up Mount Snowdon by reminding them the purpose of the Charity Walk.

**Achievements:**

**June 2012**- Challenge College Events Evening Student Award (Business Studies)

* **Organization Skills:** By writing reports independently and delivering effective presentations allowed me to gain an award for the commitment and hard-work towards business studies.

**June 2012-** The Progression Module- University of Huddersfield- Participating in an employment preparation programme based on finance, marketing and CV.

* **Creativity Skills:** Writing a portfolio/report based on career planning, finance budget planning, employment and writing personal statements

**Interests:**

Watching football, reading, spending time on video games. Learning various languages including Arabic by attending weekly Arabic classes 3 times a week, focusing on Arabic syntax and morphology. I am also learning Catalan and Japanese. I also enjoy writing fan fiction-based books on different fandoms.

**References:**

Available upon request