



Curriculum vitae



Personal Information

FULL NAME	Fatima Jafri
FATHER'S NAME	Rafat Jafri
ADDRESS	F88, Ground Floor, Abul Fazal Enclave, Jamia Nagar, Okhla, New Delhi, Delhi 110025
CONTACT NO.	9336833804
EMAIL	fatima.jafri01@gmail.com
LINKEDIN	https://www.linkedin.com/in/fatima-jafri-8784b022b
NATIONALITY	Indian
DATE OF BIRTH	01.10.1995
GENDER	Female
MARITAL STATUS	Single

Education and Training

DATES	2021 - 2023
QUALIFICATION AWARDED	Masters
PRINCIPAL STUDIES	Tourism & Travel Management
INSTITUTION	Jamia Millia Islamia, New Delhi •Class Representative (2021-23) •Placement Coordinator (2022-23) •Subject Association's Vice President (2022-23)
DATES	2017 - Present
QUALIFICATION AWARDED	Pursuing
PRINCIPAL STUDIES	Company Secretary
INSTITUTION	Institute of Company Secretaries of India
DATES	2013 - 2017
QUALIFICATION AWARDED	Bachelors
PRINCIPAL STUDIES	Bachelor of Commerce
INSTITUTION	Allahabad University, Uttar Pradesh



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Work Experience

DATES	February 2023 - May 2023
POSITION	Marketing Executive
EMPLOYER ADDRESS	TravelTriangle Delhi
DATES	June 2022 - August 2022
POSITION	Operations Intern
EMPLOYER ADDRESS	Milestone Travels Lucknow
DATES	February 2023 - Present
POSITION	Project Intern
EMPLOYER ADDRESS	Pawzzitive Welfare Foundation New Delhi
DATES	January 2023 - Present
POSITION	Social Media Officer
EMPLOYER ADDRESS	GirlUp Aashayein New Delhi
DATES	May 2022 - August 2022
POSITION	Social Media and Design Intern
EMPLOYER ADDRESS	Gurucool New Delhi

Skills and Competences

LANGUAGE SPOKEN	Hindi & English
OTHER LANGUAGE(S)	Urdu
PROFESSIONAL SKILLS	Photo Editing Social Media Designing Content Writing
ACHIEVEMENTS	Received Damodarshree Award for Academic Excellence in year 2016 from the Dr. A. P. J. Abdul Kalam Sir (Former President of India).
STRENGTHS	Quick learner Good public speaking Team handling Leadership qualities Listening skills Good communication skills
	Good presentation skills Good PR skills Stress management Problem solving abilities Good time management Attention to detail