

# AASIYA H BASHAR

ENHANCED DBS CLEARANCE

NORTH LONDON

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## ABOUT ME

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A highly organised individual, currently taking a gap year from university to enhance my skills, acquire knowledge and build confidence within a diverse range of sectors and industries. I am a reliable, dedicated, and fast learner with the ability to confidently get on with my responsibilities, prioritise and multi-task, all within a fast-paced, changing, and high-volume environment.

I am available immediately and would relish an opportunity to build a career in administration with an exciting company providing job enrichment, learning development, all within a supportive and inclusive environment.

## EXPERIENCE

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### SUPPLY TEACHING ASSISTANT

09/2022 - 04/2023

#### [TEACH NOW RECRUITMENT](#)

Supporting the teacher with the delivery and preparation of lessons while making sure that children are engaged with the given tasks, all within a safe, enjoyable, and effective learning environment. Responsibilities include:

- Provide individual support to pupils, helping them overcome challenges and develop their academic and social skills, through patience and compassion that will empower them to reach their full potential.
- Collaborate closely with the teacher and the SENCO to plan and adapt activities to meet the pupil's needs.
- Foster a positive and inclusive learning environment for pupils, promoting positive behaviour and fostering a respectful learning atmosphere.
- Establish and maintain effective communication with parents, senior members of staff and the SENCO, providing regular feedback on the pupil's progress, achievement, wellbeing, attendance, and behaviour.
- Be a point of contact for pupils, especially in the SEN department.

### GYM ASSISTANT

07/2019 - 07/2019

#### [THE GYM GROUP](#)

Work as part of a team to assist in the daily operations of the club while ensuring customers' needs are catered for in a friendly, helpful, and professional manner. Responsibilities include:

- Assisting and advising on nutrition and overall health.
- Deep cleaning and sanitation of all areas and equipment around the club.
- Responsible for the supervision and safety of Guests and Members of the club.
- Support customers' needs by providing information, promoting products, and answering enquiries via telephone and face-to-face, with a consistently high level of customer service.
- Good general understanding and adherence of Health & Safety legislation.

## EDUCATION

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### BSc (HONS) HUMAN NUTRITION

10/2022 - Current

#### [LONDON METROPOLITAN UNIVERSITY](#)

### A-LEVELS | BIOLOGY, CHEMISTRY & PSYCHOLOGY

10/2020 - 06/2022

#### [ALEXANDRA PARK SIXTH FORM](#)

### GCSEs | TEN AT VARIOUS SUBJECTS

09/2015 - 06/2020

#### [MULBERRY ACADEMY WOODSIDE](#)

## KEY SKILLS & CHARACTERISTICS

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- ADAPTABLE & FLEXIBLE
- COMPUTER LITERATE
- HIGHLY ORGANISED & MULTI-TASKING
- TIME MANAGEMENT & PRIORITISATION
- PATIENT & RESILIENT
- PHONE ETIQUETTE
- PROBLEM-SOLVING
- STRONG CUSTOMER SERVICE
- STRONG INTERPERSONAL SKILLS INC. WRITTEN & ORAL COMMUNICATION SKILLS
- TEAMWORK & COLLABORATION
- WILLINGNESS TO IMPROVE & LEARN