

# FIZZA FATIMA

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Aspiring Business Analyst / Operations Professional | Karachi, Pakistan

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## PROFESSIONAL SUMMARY

Analytical and results-oriented professional with strong problem-solving and performance monitoring skills. Experienced in analyzing data, coordinating projects, and leveraging digital tools to optimize processes in business environments.

## CORE SKILLS

Data Analysis | Project Coordination | Process Improvement | Performance Tracking | Communication & Presentation | Digital Tools | MS Office (Excel, Word, PowerPoint) | Problem Solving

## PROFESSIONAL EXPERIENCE

### Millennium's Education System – Mathematics Teacher

- Designed and implemented performance tracking systems to monitor progress.
- Analyzed student performance data to identify gaps and improve outcomes.
- Coordinated tasks and managed projects to ensure timely completion.

### Learn Academy – Online Instructor

- Managed virtual sessions and digital tools for engagement and learning.
- Conducted assessments and reporting to measure performance improvements.
- Provided feedback and guidance for process optimization.

## EDUCATION

- B.E. Electronics Engineering – NED University, Karachi | CGPA: 3.59/4.0
- Intermediate – PECHS Government College for Women, Karachi
- Matriculation – Millenniums Education System