

Fatima

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OBJECTIVE

- A highly motivated and dedicated IT graduate seeking a position that offers opportunities for professional growth and allows me to utilize my strong analytical skills, attention to detail, and passion for the job I shall be doing.

EDUCATION

- **BUIITEMS Quetta**
BS in Information Technology, CGPA 3.68
- **FG Girls Degree College Quetta Cantt**
F.Sc in Pre – Engineering, B grade. (From 2016 to 2018)
- **Tameer e Nasle Nau High School, Quetta**
Mariculation in Science, A grade. (From 2014 to 2016)

WORK EXPERIENCE

- **Star Educational Society**
(<https://www.facebook.com/stareducationalsociety/>).
English Language Instructor (2016 – current)
- **Prime Minister’s National Innovation Award**
5 days Idea pitching bootcamp (Feb. 6th – 10th, 2023)
- **Youth Impact**
Markhor Delegate – Youth Leadership Conference (2020 – 2021)
- **University Students Union**
2+ years of social media content and report writer (2018 – 2021)

SKILLS

- **Web Development:** HTML, CSS, Bootstrap, Java Script, React.js and PHP
- **Software:** Microsoft Suite, MySQL Workbench, Visual Studio Code, Figma, Microsoft Teams, Zoom, Clockify and Jira.
- **Languages:** Proficient in English, Urdu, Persian; Beginner at Deutsch.
- **Teaching:** English Language
- **Communication:** Fine communication skill

EXTRACURRICULAR

- 2+ years of experience as social activists with different community organizations/ groups like University Students Union (<https://www.facebook.com/UniversityStudentsUnion/>)
- Management Head and Social Media Manager in various Youth Development Programs such as Hazara Town Literary Festival and Summer Talent Hunt.
- Acted as Project Manager for Plantation Project in Hazara Town in 2020. [under Youth Impact's program, Markhor'20.]
- Currently acting as Program Coordinator in Star Education Society.

PRESENTATIONS

- **Markhor'20 Youth Leadership**
Speaker and presenter in the Plantation Drive
- **Star Educational Society**
Best presenter in inter Branches Presentation Competition

PROJECTS

- Currently building a website with a colleague for the organization I am working in. (Star Educational Society)
- Built a web-based employee monitoring application as my Final Year Project
- Initiated cleaning drive and plantation project in Hazara Town.

AWARDS & ACHIEVEMENTS

- **Badge of Honour**
Highest CGPA throughout my bachelor's degree - BUIITEMS
- **Prime Minister's National Innovation Award – 2023**
Winner of 0.5 million grant
- **Star Educational Society**
The Best Teacher of the semester (2018 and 2019)
- **NASA SPACE APP Challenge**
Winner at local level (2019)
- **Community and Youth Development**
Multiple participation and appreciation certificates
- **Writing Competition**
Winner (twice)
- **Star Educational Society**
English Language diploma and completion certificate (2016)

- **Workplace Recognition**
Appreciation shields and awards

PERSONAL STRENGTHS

- Quick Learner and adaptive to new environment
- Dedicated to my work and responsibilities
- Fine presentation and communication skills
- Self-motivated and resilient
- Creative and artistic
- Always been detail-oriented in my work
- Multi-Lingual (English, Urdu and Persian)

REFERENCE

- *Reference shall be provided on demand*