# CV LOGO.jpg *Saboor Fatima*

***Career Objective***

Looking for a Suitable Positions with a company that offers long term career prospects. Proven academic & curricular achievement, possess the right technical & soft skills required to propel the organization achieving its goal & objectives.

***Work experience***

**COMNet**  (UNICEF Project for Polio Eradication)

 Designation

UCCSO (Union Council Communication & Support Officer).

UC -6 Maymarabad Gadap Town Karachi.

**Role:**

Working with CommNet for 2 years. The Purpose of this position is to create awareness in the assigned UC regarding Oral Polio vaccine (OPV) safety and routine immunization (EPI) by Conducting meetings and lectures with Influencers, advocacy on POLIO eradication to teachers, religious and community leaders. To Monitor and evaluate teams work in field during campaign. Arrange logistics (Vaccine, droppers etc) from town office to UC fix site, transport point arrangement for teams for pick and drop to the areas of UC where work is planned. Tracking and covering Missed children (Refusals and NA) which occur during Polio Campaigns.

* **World Health Organization ( WHO)–**
* April - 2016
* Designation
* 3 Month Worked as a CHW

* **World Health Organization ( WHO)–**
* July- 2017
* 1 Year worked as a supervisor

* **7Star Trade & Co.**
* Designation : As a Computer Operator.
* 8 months working experience in 7 Star Trade & Co.
* **Afrooz Textile Company .**
* Feb 2015-
* Position: Supervisor
* ***Academic qualifications***
* Saboor Fatima University Shah Abdul Latif Khairpur Pakistan    2013 **–** 2014
* **Graduate**
* Higher Secondary Education 2009
* Intermediate in Arts
* Govt High Secondary School Karachi Pakistan
* **Matriculation (Maths, Physics, Chemistry, Biology)**
* **Key Skills**
* **AREAS OF EXPERTISE**
* **Microsoft Word**
* **Microsoft Excel**
* **Adop Photoshop**
* **Internet Surfing**
* **Social Networking**
* **Inpage**

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***PERSONAL ABILITIES***

**Able to work well under pressure, prioritize workload and work to deadlines.**

**Strong influencing and Communication skills.**

**Having a flexible attitude and positive approach.**

**Having a high level of intellectual curiosity.**

**A proactive approach to problem** solving.

* ***PERSONAL DETAILS***
* **Saboor Fatima**
* **House No .L-14 ST-16 Near Qasim Masjid Surjani Town Karachi**
* **Nationality: Pakistani**
* **Email: saboorfatima444@gmail.com**
* **Father Name: Muhammad Yaqoob**
* **Date of Birth: 13-05-1984**
* **Marital Status: Widow**
* **N.I.C No:  42401-2149597-6**
* **Mob: 0313-1220165 /0320-0896008**

***INTEREST AND ACTIVITIES***

* ∙ Music
* ∙ Reading books
* ∙ Recite Holy Quran
* .Cooking

**REFERENCES**

**Available on request.**