

Zaina Hameed

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0300-9541739



Chaklala Scheme 3, Rawalpindi



To work in an organization where my potential is utilized and recognized, where I can learn and gain experience along with consistent improvement of my personal and professional skills.

WORK EXPERIENCE

Internship

F.G Sir Syed School Secondary School

10/2020 - 12/2020

2 months teaching experience

Teacher

Moody's Prep School

05/2021 - Present

EDUCATION

MS in Management Science

Foundation University, Islamabad

03/2022 - Present

3.31CGPA

Courses

- Major: Human Resource

Bachelor in Public Administration

Fatima Jinnah Women University, The Mall

10/2016 - 08/2020

Courses

- Major: Public Policy

ICS

Askaria College for Girls

2014 - 2016

1st Division

Courses

- Mathematics, Physics and Statistics

Matriculation (Science)

Army Public School and College System,
Humayun Road Rawalpindi

2012 - 2014

1st Division

SKILLS

Multi-Tasking

Working Under Pressure

Team Work

Work Ethic

Active Listening

Time Management

Adaptive

CERTIFICATES

2nd International Conference on Public Administration and Management (02/2018)

U.S Embassy And Pakistan U.S Alumni Network (12/2019)

LANGUAGES

English

Urdu