

AQSA KIRAN ZIA

GRAPHIC DESIGNER, BANKAR ,PROJECT
MANAGER AND TEACHER

CONTACT

 **Phone:**
0314-0839779

 **Email Address:**
malikaqsa160@gmail.com

 **Address:**
Scheem 3 Rawalpindi

 **Nationality**
Pakistani

SOFT SKILLS

- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

TECH SKILLS

- Writting
- Sketching
- Ms office
- Book reading
- Premvera
- Photography
- Design
- Web Development
- Graphic designing
- MS project

LANGUAGES

- English (Fluent)
- Urdu (Fluent)
- Punjabi (Fluent)



PROFILE

Dedicated and motivated Computer Arts graduate with proven IT skills, Software, graphics designing and Programming Skills. Professional and goal oriented providing the contributions toward technical and intellectual growth.



EDUCATION

MS in Project Management 2024- 2025
Riphah International University.

BCA: 2013-2017
(Fatima Jinnah Women University.
Intermediate 2011 - 2013
CB-1 College.

Devision 1st

Matric 2009 - 2011

Devision 1st

F.G Girls High School.



PROJECTS

Digital photo manipulating
Campaign & stationery.
Posters and billboards designing.

INTEREST & ACTIVITIES

- Volunteer work and fundraising.
- Teaching, tutoring, and training people. ...
- Speaking foreign languages. ...
- Performing and speaking in public. ...
- Student life activities. ...
- Studying abroad. ...
- Fulfilling a work-study program.



ACHIEVEMENTS & HACKATHONS

Awarded certificate by Fatima Jinnah University for performing a tablo on Sufism.

Cash prize award from Bank Al Falah.

Mashriq Bank work visa from Dubai.

Outstanding performance award from Bank Al Falah.

CAREER OBJECTIVE

- Seeking a responsible job with an opportunity for professional challenges.
- To solve problems in an effective/creative manner in a challenging position.
- Quick to learn and adapt to high pressure and deadlines, a high degree of initiative, self-motivation and enjoys the challenge of a busy demanding work environment.
- To secure a challenging position that utilizes my years of experience, while allowing me the opportunity to grow professionally.

SOFTWARE

- Adobe photoshop.
- Corel draw.
- Fireworks.
- Dreamweaver.
- Adobe flash.
- Video pad video maker.
- Ms word, excel, PowerPoint.

WORK EXPERIENCE

Bank Al Falah 2019-2023

As a collection and recovery
officer.

Silver Oaks School

Teaching

Internship at

ISPR.

Community work at

Yusra hospital.