

SUMMAIYA JAVED

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Objective:

To enhance my personal and professional capabilities in challenging environment; seeking a reward on a dynamic organization which provides opportunities to prove my abilities and improve my skills.

Education:

DEGREE	YEAR	SUBJECTS	UNIVERSITY/ BOARD
B.ed	2024-2026		Allama Iqbal open university islamabad
Ms	2017-2019	MS Finance	International Islamic university islamabad
Graduation	2011-2015	BBA HONS	University of gujrat
Intermediate	2009-2011	FSc Pre-medical	Mirpur AJK
Matriculation	2007-2009	Science	Mirpur AJK

Experience:

Al-Fursan Properties 2019-2021

- Project coordinator

International Islamic University 2017-2018

- Worked as internee in Dar Muneera department (Administration)

Al-Haytham School of Knowledge 2015-2017

- Teaching experience (high school level)
- Worked as management head at school

Askari bank 2014-2014

- 6 weeks' internship

Achievements:

- Certificate of thanks and appreciation
From head faculty of Usuludin and Incharge Dar Muneera International Islamic University
- Certificate of Tajweed and Tafseer
3 months Tajweed and Tafeer Tarbiyati short course

- Certificate of participation
Participation in technical stall at international Islamic university
- Certificate of event management
Event management (fun fair) at Govt post graduate college 6th road Rawalpindi
(University of Gujrat sub-campus)
- Certificate of attending the seminar of INTEL
- A laptop by prime minister
- A laptop by chief minister Punjab

Publications:

Paper publish in IJSER volume 12, issue 7, july 2021

- Effect of risk perception on relationship between women self-efficacy and startup business.

Personal Skills:

- Good leadership ability and responsibility
- Ability to adapt quickly with changing environment
- Quick learner
- Ability to work on deadline
- Office management

Software's:

- Microsoft office (word, excel, PowerPoint), SPSS, Eviews

Personal detail:

Fathers name:	Javed Iqbal
Date of birth:	30-06-1994
Marital status:	Married
Nationality:	Pakistani

Reference:

Will furnish on demand.