

Iqra Bashir



Contact

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CNIC No

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Date of Birth

16-jan-1995

Email:

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Languages

English– A2

Urdu.

Hobbies

- Writing
- Photography
- Reading

Professional Summary

A dynamic and motivated Masters of Science graduate with a passion for doing challenging work. Eager to apply knowledge and learn from experienced professionals in a challenging work environment.

Proficient in managing office operations, coordinating events, and providing high-level support to faculty and students. Known for exceptional organizational skills, strong communication abilities, and a commitment to fostering a productive and welcoming office environment. Adept at handling sensitive information with discretion and maintaining meticulous records. Proven track record of streamlining processes to improve efficiency and enhance the overall experience for all university stakeholders.

Skill Highlights

- Good Listener.
- Decent Communicator.
- Diligent Leader.
- Firm Reader.
- Strong decision maker
- Complex problem solver
- Service-focused
- Innovative

Experience:

Lecturship 8 month at Bahria College Karachi

Currently doing lectureship at Szabist as Visiting faculty member

Education

Masters of Science: **SZABIST Shaheed ZULFIQAR ALI BHUTTO INSTITUTE OF SCIENCE AND TECHNOLOGY. (2023)**
Masters in International Relations: **UNIVERSITY OF KARACHI (2019)**

Bachelors in Political Science: **BAMM PECHS GOVT COLLEGE FOR WOMEN (2017)**

Intermediate: **BAMM PECHS GOVT COLLEGE FOR WOMEN (2014)**

Matriculation: **REHBER PRIMARY AND SECONDARY SCHOOL (2012)**

Passed with first division (70+ percentage) in all academic years.

Achievement: Received Full Funded Scholarship from **USAID Merit and Need Base Scholarship**

Received for the completion of MS degree in