

IQRA FATIMA

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WORK EXPERIENCE

- **Content Writer, Novelish.in**, , United Arab Emirates(May 2020 to Jun 2020)
- **Procurement and Production Officer, The Decor Cottage**, , United Arab Emirates(Sep 2016 to Sep 2019)
- **School Controller, The Hope School**, , United Arab Emirates(Apr 2016 to Sep 2019)
- **Accounts Assistant and Operations Coordinator and Data Entry Operator, MEC artworks**, , United Arab Emirates(Dec 2014 to Sep 2019)

EDUCATIONAL BACKGROUND

- **Virtual University**, Lahore, **Bachelors of Business Administration**, 2015, Administration
- **Jinnah Degree College 2011 (B.I.S.E Lahore)**, Lahore, **ICS** , 2011,

SKILLS

- proficient in ms office

PERSONAL BACKGROUND

- **Birthday**: - 1993-10-07