

ZAINAB MURTAZA ALI SHUJAUDDIN



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Visa Status: Spouse Visa

Validity: Till Oct - 2024

Nationality: Pakistani

PROFESSIONAL SUMMARY

Passionate and devoted individual, who excels at prioritizing and completing multiple task simultaneously. Committed to deliver high quality work with little supervision. Energetic, organized and professional.

AREAS OF EXPERTISE

- Content writing
- Social media marketing
- Microsoft Office proficiency
- Listening and Communication skills.
- Time management
- Customer service
- Organized/Proactive
- Team leadership

EDUCATION

- BS in Food Science and Technology from Jinnah University of Women **(6th Semester)**
- Intermediate in Pre-Medical from Government Degree Girls College **A-1 Grade -2018**
- O' levels in Science from Karachi Public School **A-1 Grade -2016**

WORK EXPERIENCE

- Producing engaging content for private **Instagram** and **Facebook** pages
- Accomplished **IELETS Proficiency Test** with significant markings
- Worked as a Sales Executive in **Mushroom Clothing Ltd**
- Worked for 6 months as a content writer in **Surma Wala Ltd**
- Worked for 2 years as a senior content writer for a NGO **Save Life Foundation** (Home based/Part time)
- Worked for a year as a content writer and marketing officer for a NGO **Rising Youth** (Home based /Part time)

OTHER QUALIFICATIONS

- Typing with a speed of 70 w.p.m
- Operation of IBM Personal Computer
- Operation of Fax Machines

INTERESTS

- Reading motivational articles and blogs
- Playing mind related games
- Internet surfing
- Socializing
- Writing