

# AYESHA ZAHRA

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Mobile: **+971 567269198**

Visa Status: Residence - Father's Visa



Seeking to expand skills and experience in any field. Most preferred the commerce field. Aims at achieving company targets through developing strong customer bond and satisfaction. The knowledge I have obtained in my business studies would also be a valuable asset complementing the skills that of which I can develop.

## *Personal Details:*

**Date of birth:** January 12, 1997  
**Nationality:** Sri Lankan  
**Civil Status:** Single  
**Language:** Fluent in English; Mother tongue is Sinhala and understands Hindi  
**Gender:** Female.  
**Personality:** Friendly, Caring, Honest, Reliable, Well presented, Trust worthy  
**Hobbies & Interests:** Sports -swimming, badminton, cricket, Reading, travelling, modeling.

## *Education:*

2019

**MBA – Manipal University**  
Dubai, United Arab Emirates

2016-2018

**BBA – International Business  
University of Business and  
International Studies.**  
Switzerland, UAE branch.  
Dubai, United Arab Emirates

2015 – 2016

**Atlas Institutions – O level**  
Business Studies, Accountancy and Economics  
(Smart Accounting as an extra course)  
Dubai, United Arab Emirates

**2014**

**Commerce Stream –GCSE Level**  
(AS Level) Grammar School  
Dubai, United Arab Emirates

**2003-2013**

**Elementary –Secondary Education**  
**Science Stream- IGCSE Level**  
Westminster School  
Dubai, United Arab Emirates

**2001-2002**

**Kindergarten- Primary Education**  
Al Diyafah School  
Dubai, UAE

## ***Experience:***

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- **Worked for Embassy Cargo as a Administrative ( for 1 year in 2016)**
- **Worked at Al Nabooda Insurance brokers as an Intern (for 4 months in 2019 )**
- **Worked at IMG Worlds Of Adventure as an Intern (for 6 months in 2019)**

## ***Skills & Abilities:***

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- Computer literate on Windows computers including MS Office and MS Word
- Organized – Plans and divides work into manageable schedules;
- Responsible, committed and hard working – takes duties assigned seriously.
- Ability to multi-task, can handle multiple work at one time.
- Ability to work in diverse teams and to communicate well with others;
- Capable of adjusting to different types of environment easily;
- Goal-oriented, fast-learner.

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***\* References available upon request. \****

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