

LAIBA SAUD

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Career /Professional Objective

Seeking a strong position within your firm where I can put my skills into practice to fulfil challenging tasks. Looking to polish my organizational skills as well as teamwork ability.

Educational Profile / Summary

Comsats University Islamabad Attock Campus (Sep 2019- July 2023)

BS (BA) **(CGPA: 3.84)**

Fazaia Degree College- FBISE Islamabad (2016-2018)

F.SC Pre-Engineering.

Fazaia Degree College- FBISE Islamabad (2014-2016)

Matric in Science.

Semester Projects

- The interplay of conflict, gender diversity, emotional intelligence & Team performance (Research Project)
- Factors affecting the female career choices in developing countries
- Business Plan (Virtual Female Hiring Agency)
- Compensation System of Bank Al Habib

Trainings/Workshops/ Seminars/ Symposia Attended

- Attended seminar regarding Breast Cancer Awareness
- Attended a SEMINAR regarding GDSC
- Attended an event of DEV FEST
- Organized event for females security (Pakistan Girls Guide Association)

Field/Professional Experience

- Recruitment Associate at GJR Technologies
- Worked as a Sales Executive in a Telemarketing Company-Mighty Knights Communication
- Worked as a Sourcer & Sorter with Europe Paragon
- Served as a Team Leader with an NGO- Million Smiles
- Worked as an HR intern in COMSATS Attock
- Worked as a Teacher in Alharam Model School, Peshawar
- General Secretary of Health Awareness Society and Attock Welfare Society
- Worked as HR Intern at Liaison Corporation Pvt Limited, Peshawar

Skills Kit

- Computer /ICT
- Interpersonal Skills
- Managerial skills
- Languages
- Leadership skills
- Awareness of using New Tools & Advance Technologies.

Distinctions/Awards/Achievements

- Certificate of Appreciation at Baksh International
- Certificate of Appreciation for internship at COMSATS Attock
- Certificate of Appreciation for participating in training of CV/ Resume
- Certificate of Appreciation in Digital Googles Garage
- Certificate of completion of internship at Liaison Corporation
- Certificate for managing successful event at Comsats (PGGA)
- Certificate of HSK Level 1 test