Syeda Rahila Haque

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Key Skills

* Advanced problem solving and numeracy skills
* Accomplished communication skills, both written and verbal, developed through numerous essays and presentations given during my time at college
* Ability to take the initiative and work well under pressure, ensuring strict deadlines are met, as successfully demonstrated during work experience placement project
* Flexibility, whilst maintaining enthusiasm and commitment to each project
* Proficiency in all areas of Microsoft Office, including Access, Excel, Word and PowerPoint

Education

St Albans Academy

(2015 – Present)

* BTEC Level 3 Extended Diploma in Applied Science

****Holy Trinity Catholic School****

(2010 - 2015)

* 9 GCSEs, grade A-C, including Maths (B) and Triple Science (AAB)

Work Experience

PAK Health Centre (*unpaid work experience*)

(March 2015)

Duties included:

* Shadowed a key member of medical staff, observing their day-to-day work
* Spent a morning working within customer service centre, listening to patient complaints and understanding company best practice when responding
* Assisted in project on health and safety management and contingency planning in overworked periods of time
* Gained knowledge of key health and safety standards used within the industry

Hobbies & Interests

An active non-competitive runner, who passionately enjoys a healthy lifestyle. This has triggered an interest in charity runs, taking part in a Colour Run 2014. Also an activist in gender equality, and more importantly the atrocities occurring in Syria and Palestine. Fundraised through various events including food sales, raising money independently for Islamic Relief UK.