

Contact HR Consultant for CV No: 341505

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**Personal Profile**

I am an enthusiastic, hardworking and self-motivated individual who thrives working in a fast paced and challenging environment. I am a fast learner as I adapt to changes, grasp various concepts, and master new skills quickly. I am always eager to learn creative methods and procedures. I am reliable, mature, innovative and fully capable of working both upon my own initiative as well as part of a team. I have proved these skills through my studies at universities and work placements. I am seeking a role that will allow me to consolidate both my educational and professional background, expand my knowledge and provide opportunities for personal and professional growth.

**Key Skills**

* Exceptional verbal and non-verbal communication and negotiation skills.
* Excellent English academic writing and proofreading skills.
* Strong practical and research capabilities.
* Proven ability to relate well to others and build efficient working relations.
* Capable of handling difficult behavior.
* Capable of handling study pressure and work environment.
* Experience of prioritizing work to meet deadlines.
* Advanced IT, ICT, Robotics, Programming Language and Web Designing skills.
* Proficient in Visual Studio, Photoshop, SQL+, SPSS and Microsoft Office.
* Experience in software, system ready and maintenance issues in PCs and mobiles.
* Fluent in three languages: English, Arabic and Bengali.

**Research Experience**

**Coventry University** United Kingdom

*Summer Internship Research* May, 2016 – September, 2016

* Expressed emotions and empathy in a Nao Robot using Choreography language.
* Analyzed emotion recognition patterns from speech through WEKA data mining tool.

**Coventry University** United Kingdom

*Master’s Research* May, 2016 – August, 2016

* Investigated the current estate of Virtual Learning Environments in higher educational institutes.
* Conducted several usability tests with students to evaluate the implemented VLE in Arab Open University.
* Built a prototype to reflect the recommendations for designing usable VLEs for effective e-learning systems.

**Arab Open University** Saudi Arabia

*Undergraduate Research* September, 2011 – June, 2012

* Studied the relationship between various users and social software applications.
* Developed, compiled and tested a desktop communication software application.

**Teaching Experience**

**Lecturer (Full-Time)**

**Company:** Superior Community Institute – Madinah, Saudi Arabia

**Duration:** December 2012 – December 2013

**Taught Subjects:** ICT,E-Business, Computing, Project Management, Organisational Behaviour, Communication Skills, and Open Mathematics.

**Reason for leaving:** Travelled for higher education.

**Teacher (Part-time)**

**Company:** Arab Open University – Madinah, Saudi Arabia

**Duration:** November 2012 – December 2013

**Taught Subjects:** English Courses Level 1, Level 2, and Level 3.

**Reason for leaving:** Travelled for higher education.

**Teacher (Self-Employed)**

**Duration:** 2008 – 2015

**Taught Subjects:** English Courses, Mathematics, Science Subjects, Arabic and Islamic Studies of Intermediate and Secondary School Level.

**Teaching Duties included:**

* Providing education for students aged 15 – 25 years.
* Ensuring the welfare and education for all students.
* Creating lesson plans.
* Grading Papers and providing annual reports.
* Providing additional support where required.
* Being a suitable role model for the students.

**Other Work Experience**

**IT Assistant (Contract)**

**Company:** Coventry University (Technology Park) – Coventry, United Kingdom

**Duration:** October 2016 – January 2017

**Responsibilities and achievements:** Managing IT needs around the Techno Centre, managing reception area and providing tenant support.

**Executive Officer (Full-Time)**

**Company:** Abanti Colour Tex ltd (IT Department) – Dhaka, Bangladesh

**Duration:** January 2014 – June 2015

**Responsibilities and achievements:** Utilizing SQL, maintaining database and updating company information.

**Reason for leaving:** Moved to UK for higher education.

**Educational History**

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| --- | --- | --- | --- |
| **MSc. Information Technology** | Coventry University – Coventry, United Kingdom | 2015-2016 | Distinction |
| **BSc. Information and Communication Technologies** | Arab Open University – Madinah Branch, Saudi Arabia | 2007-2012 | First-Class |
| **Higher Secondary Education – Scientific** | Thanawiyah Al-Sabia – Madinah, Saudi Arabia | 2003-2006 | Excellent |
| **Secondary Education – Scientific** | Mutawassetah Al-Khamesah – Madinah, Saudi Arabia | 2000-2003 | Excellent |

**Professional Certificates**

**Certified Course:** IELTS **Date:** March 2014 **Band:** 6.5 **By:** British Council, Bangladesh

**Certified Course:** English Teaching Test **Level:** 7.0 **Date:** August 2012 **By:** Wall Street, Saudi Arabia

**Certified Course:** Advanced English Learning **Result:** A+ **Date:** June 2009 **By:** Arab Open University

**Certified Course:** First Aid **Date:** June 2012 **By:** Saudi Red Crescent Authority, Saudi Arabia

**Certified Course:** Open Mathematics **Date:** 2nd Semester, 2009 **By:** Arab Open University, Saudi Arabia

**Certified Course:** Programming Language C++ **Date:** June 2010 **By:** Arab Open University, Saudi Arabia

**Certified Course:** Advanced Arabic Learning **Result:** A+ **Date:** February 2008 **By:** Arab Open University

**Certified Course:** Islamic History and Civilization **Date:** June 2009 **By:** Arab Open University

**Certified Course:** Fiqh **Date:** April, 2012 **By:** Jami Al-Imam Ahmed Bin Hanbal, Saudi Arabia

**Certified Course:** Computing and Information Technology **Date:** March 2012 **By:** Taibah University

**Hobbies and Interests**

I use computer on a daily basis especially for surfing the Internet. I enjoy using social websites and applications because I like communicating with people and I like to keep up with the latest news and trends. In my spare time, I enjoy reading books and novels to enhance my knowledge in variety of areas. I like writing essays both in Arabic and English languages. Due to my English language proficiency and academic literacy, I often provide proofreading assistant to university level students. I also enjoy outdoor activities as I do landscape photography and I frequently travel and explore different places and countries to broaden my knowledge in various cultures.