Humaira KAYANI

Valley road Bani gala Islamabad

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# Objective

To secure a challenging position in a reputable organisation to expand my learnings, knowledge, and skills.

# Experience

Teaching | Muhammadi public school | karachi.

Coordinator | Sir Zaheer’s Academy | Rawalpindi.

Trainee | newsmart newspaper | Rawalpindi.

Content writer | ENI newspaper | Rawalpindi.

Content writer | hamdard naunehal | Rawalpindi.

Content writer | Urdu bulletin newspaper| Rawalpindi.

Administrator | The initiative (NGO) | Islamabad

Supervisor | Mehmooda Saleem welfare (NGO) | Islamabad

Social worker & Donation collector | Private NGOs | Islamabad

Creative Designer | Private companies and organisations

# Education

Msc Mass communication | 2019 Allama Iqbal Open University.

Bachelors of Arts | 2017 Allama Iqbal Open University.

Intermediate in Computer Science | 2010 Imperial College.

Matriculation | 2008 Aisha Lasania School.

# Awards & skills

* Ms word.
* Internet & Networking.
* Typing.
* Email.
* Presentation.
* Social media.
* Designing.
* Social worker.