

## Ifrah Qureshi

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### Objective

College student currently pursuing a degree in Kinesiology, while seeking an entry-level position to expand my work experience, support growth of client base by using past team leadership skills and client service experience.

### Education

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#### Sacramento City College (SCC)

January 2015- present

- ❖ Working on Kinesiology AA Transfer Degree

#### Norwich Free Academy

August 2010- June 2014

- ❖ High School Diploma

### Experience

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#### MESA Student Assistant

January 2018 - May 2019

- ❖ Assist MESA (Mathematics, Engineering, Science Achievements) students and those who wish to join this program, which ensures student success in STEM fields.
- ❖ Speak in front of K-12 and college students about the MESA program.
- ❖ Handle data filing, email supervisors and coworkers, and create promotional flyers.

#### Personal Attendant at Creative Living Options

August 2018- September 2018

- ❖ Provides direct service and support to individuals with mental and physical disabilities
- ❖ Assists with life activities and choices such as meal preparation, household chores, shopping, hygiene, communication, and involvement in the community.

#### Tutor at Science and Allied Health Center

January 2017- December 2017

- ❖ Assisting students in improving academic performance in chemistry and biology at Sacramento City College

#### Cashier/ Sales at Sweetie Nails & Spa, Norwich, CT.

July 2012- May 2014

- ❖ Catered to customer needs and ensured a smooth sales process
- ❖ Managed inventory of stock and upkeep of resupply
- ❖ Experienced in handling cash register

### Relevant skills

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- ❖ Speaks English and Urdu fluently
- ❖ Extensive customer service experience
- ❖ High energy and motivated worker
- ❖ Adaptable to different working environments
- ❖ Efficient multitasker
- ❖ Proficient at Microsoft Suite programs