







Maliha Tanvir

CONTACT

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-  Pakistani

SKILLS

- Strong love for teaching
- Staff education and training
- Classroom management
- Usage of MS Word/Excel
- Customer service
- Cash handling
- Food preparation
- Training and development
- Complaint resolution
- Closing procedures
- Order accuracy

PROFESSIONAL SUMMARY

Multi-talented Team Member able to take on any required task and adapt to changing conditions with resourceful and hardworking mindset. Dedicated to business success and ready to learn and advance professionally.

WORK HISTORY

Team Member 08/2022 – 10/2022
Kfc - Islamabad, Pakistan

- Used fryers, grills, and microwaves while following safety guidelines.
- Took cash and card payment at checkout, providing correct change and receipts when requested.
- Kept work areas spotlessly clean for optimal hygiene levels and consistent customer satisfaction.

Assistant Teacher 01/2022 – 08/2022
Beacon House School System - Islamabad, Pakistan

- Supported students with various learning difficulties to understand key concepts in core subjects.
- Prepared classroom, gym and swimming pool before lessons.
- Delivered targeted reading sessions for small groups of students with additional educational needs.

Cashier 08/2021 – 12/2021
Tezzeb Bakers - Islamabad, Pakistan

- Issued receipts for customer purchases and gifts, advising on in-store return and exchange policies.
- Performed accurate cash counts at store opening and closing.

Class Teacher 09/2018 – 07/2021
IIUI schools and colleges - Islamabad, Pakistan

- Adapted teaching methods and materials to meet students' varying needs and interests.
- Planned and organised classrooms that consistently facilitated a positive learning experience.
- Utilised visual aids and classroom displays to support engaging lesson delivery and enhance student understanding.

EDUCATION

Master of Science: International Business, 01/2023 – Current
Canterbury Christ Church University – Canterbury

Master of Arts: Education, 11/2016 – 05/2018
SUIT – Islamabad