

Sadaf Irshad

Business Student

Motivated finance student with hands-on experience in portfolio building and a solid foundation in financial principles. Brings a strong ability to work both independently and collaboratively to achieve organizational goals. Quick to adapt and eager to apply my growing expertise to support the success and strategic growth of a dynamic organization.

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Mianwali

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EDUCATION

Bachelor of Business Administration Namal University

09/2021 - Present

Courses

- Principle of Finance
- Islamic banking & Finance
- Financial Statement Analysis
- Credit Management
- Corporate Finance
- Financial institutional markets
- Financial Modeling
- Investment & Portfolio Management

Fsc Pre Eng

The Quaid Scholl & college

04/2019 - 04/2021

Ban Hafiz Jee, 87%

WORK EXPERIENCE

Intern

Muslim commercial Bank

07/2024 - 09/2024

Musakhel

Achievements/Tasks

- Working with the CSO, where I handle account opening, account form filling, and checkbook applications. Manage register work, ATM card processing, and cash book management.
- Work in the Cash Department, using software to process payments, salary entries, cash withdrawals, and cash deposits.

Portfolio Creation & Risk Analysis

Semester Project

10/2023 - 12/2023

Achievements/Tasks

- Built a diversified portfolio using fundamental analysis; analyzed risk and return via Monte Carlo simulation

Final Year Project

Halal wealth wisdom

05/2024 - Present

Mianwali

Achievements/Tasks

- Developed a centralized digital platform for comparing Islamic banking products, reducing the need for users to visit multiple bank websites.
- Curated and delivered educational content on Islamic banking principles, including Takaful, Shariah-compliant financing, and ethical investment options.
- Strengthened financial literacy by providing actionable insights and user-friendly resources, empowering individuals to make informed financial decisions.

SKILLS

Power BI

Administration

Communication Skills

Organizational Skills

Portfolio Management

Leadership

Financial Modeling

Microsoft Office (Word, Excel, PowerPoint, Outlook)

CO-CURRICULAR ACTIVITIES

Namal Idea Club Society (2024 - Present)

Collaborated with team members to evaluate and refine ideas pitched by students, fostering creativity and innovation within the club.

Skill Development Society(2024-Present)

I am working as the Finance Head, managing the funds used for society seminars and other activities

CERTIFICATES

Introduction to Power BI (2024)

Data Camp

Aspire Leadership Program (2024)

International Financial Management (06/2024)

Mindluster

English and Soft Business Skill (05/2024 - 08/2024)

HCC Technology Foundation

LANGUAGES

English

Full Professional Proficiency

Urdu

Native or Bilingual Proficiency

INTERESTS

Volunteering

Attending Workshops

Student Club Activities

Report Writing