

# UZMA BIBI

## Bachelor of Business Administration -Finance

I am an initiative-taking and purposeful person who can work independently or in a team to complete assigned tasks. I can quickly learn and adapt to new skills. My aim is to be part of an organization where my educational background and personal attributes can be used optimally for the benefit of the organization.

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📍 Wapda Colony Chashma, District Mianwali, Pakistan

## EDUCATION

### Bachelor of Business Administration Namal University Mianwali

2021 - 2025

### Intermediate (Engineering) Superior College Piplan

2019 - 2021

### Matriculation Govt. Girls High School Khanqah Sirajia

2017 - 2019

## WORK EXPERIENCE

### Head of Event Management (Namal Idea Club) 2023

*Achievements/Tasks*

- Coordinated with various departments and external vendors to ensure smooth execution of events. Managed event coordination, including venue setup.

### General Sectary (Namal Idea Club ) 2024- Present

*Achievements/Tasks*

- Organized Inter-Universities Business Idea Competition Under 200K
- Organized Girl Boss of the Year Competition

### Finance Intern (Toyota Lyallpur Motors) 2024

*Achievements/Tasks*

- Assisted in analyzing and documenting the organization's financial workflows, including budgeting, accounts receivable/payable, and expense tracking.

## SKILLS

Financial Statement Analysis

Financial Modeling

Excel Financial Dashboard

Microsoft Office

Canva

Teamwork

Leadership

## PERSONAL PROJECTS

### Final Year project (Research Paper) (2024 - Present)

- Impact of IFL on the Growth and the Performance of Islamic Banking in Pakistan

### Roti, Kapra or Makaan (2023)

- Conducted field interviews with 50 plus families to study consumption patterns across socioeconomic classes regarding food, clothing, and housing. Analyzed challenges and proposed policy recommendations, including poverty alleviation and access to basic needs through government support.

## CERTIFICATES

- Agribusiness Forum, Namal University (2023)
- Financial System in Macroeconomics (2023)
- Event Management, Namal Idea Club (2023 - 2024)
- CFA Society Pakistan Ethics Challenge (2024)
- General Sectary, Namal Idea Club (2024- Present)
- 10th International Conference on contemporary Issues in business Management (12/2025)  
*participating and attending 10th International Conference on contemporary Issues in business Management for Research Paper*
- 10th International Conference on contemporary Issues in business Management (12/2025)  
*participating and attending 10th International Conference on contemporary Issues in business Management for case study competition*

## LANGUAGES

English  
*Professional Working Proficiency*

Urdu  
*Full Professional Proficiency*

Saraiki  
*Native or Bilingual Proficiency*

## INTERESTS

Art and clothing designs

Traveling