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|  |  | EDUCATION |
|  | * **Matriculation** in Royal Heaven Cambridge School Lahore, Pakistan * **Intermediate** Himayat-e-Islam Degree College Lahore, Pakistan * **Graduation** in Samnabad Degree College Lahore, Pakistan |
| MALEEHA IQBAL Professional Summary Multifaceted professional leveraging extensive, wide-ranging, and increasingly responsible experience towards a challenging position. contac t details PHONE:  +971 501492055  EMAIL:  leoshah1512@gmail.com |  | WORK EXPERIENCE |
|  | **FSG GROUP – Guest Experience Ambassador (GXA- Current Job)**   * Guiding passengers how to use smart gates at airports * To provide assistance for people who are checking – in, making reservations, rebooking a flight, and checking in baggage. * To escort passengers to the boarding gate * To answers any questions that passengers may have.   **THE EMIRATES GROUP– DNATA Customer Service Agent**  **(*16 March 2022– 30 August 2022) DUBAI, UAE***   * Doing system boarding * Helping passengers and assisting check in procedures * Dealing with passenger flight queries * Verify travel documents and provide boarding passes. * Guiding passengers about luggage restrictions   **EXPO 2020 (DOORSEC ) SECURITY**  ***(1 April 2021 – 20 January 2022) DUBAI, UAE***   * Verifying identification to ensure only authorized persons are permitted in the premises. * Answering queries from members of the public * Protecting clients for accidental damages * Assessing the security needs of an emergency situation and then acting accordingly. * Enforcing rules and regulations * Dealing with CID and Police * Protecting clients * Scheduling their travelling * Checking CCTV recordings   **SHAPES GYM Trainer and Receptionist**    ***(11 December 2016 – 15 July 2018 ) LAHORE, PAKISTAN***   * Accounts and Registrations of new clients * Attending calls and checking emails * Handling social media * Guide clients in safe exercise * Taking into accounts individualize physical limitations * Lead clients of all ages through personal work outs and skill training * Administer fitness assessments * Counsel clients on proper nutrition and exercise habits * Measurements blood pressure and treadmills test |
|  | SKILLS |
|  | * Professionally trained in all aspects of riot and disturbance control * Meeting coordination * Firearms Expert/Trainer: contact self-defense and protection classes * Making strategic plans, programmed management, conflict resolution: Team leadership, training * Development and implementation of safety, security, and loss prevention. |

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|  |  | Personal Information |
|  | **Languages**– Urdu, English, Hindi, Punjabi  **Interest**– Music, and Travelling  **Activities** - Taking part in social activities.  **D. O. B –** 07 August 1989  **Nationality** - Pakistani |