

Sara Zaheer

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PROFILE

A Psychology graduate from the University of Bradford with a strong academic record and a passion for research and data analysis, I also have excellent written and verbal communication skills gained from a range of roles working alongside peers, young people and members of the public. Seeking a graduate research role to develop my experience and begin my professional career in an exciting field of study.

EDUCATION

2018 – 2021 University of Bradford, BSc (Hons) Psychology: Achieved First Class Honours

Modules included: Quantitative Research Methods and Data Analysis (75%) and Methodological Issues and Qualitative Research (79%)

- Final year psychology research project demonstrated ability to conduct a literature review from a variety of research sources; evaluate previous research, propose a methodology of testing and measuring a hypothesis, and analyse quantitative data.
- Completed a qualitative data portfolio requiring ability to develop an idea based on set criteria, propose a hypothesis and means of testing results, carry out interviews, and analyse qualitative data.
- Chaired a team of students to develop a poster presentation about a charity that specialise in a neuropsychological condition. This required being able to delegate tasks, jointly developing new ideas, as well as being able to communicate with the target audience.
- Enhanced digital literacy, including the use of SPSS and EXCEL to analyse and present data.

2011 – 2018 Beckfoot School, Bradford

A Levels: English Language (B), Psychology (B), French (A)

GCSEs: 10 A-C grades, including English Language (A), English Literature (B) and Maths (A)

RESEARCH EXPERIENCE

May 2019 – Jun 2019 Research Assistant, University of Bradford, Psychology Department

- Gained psychology research experience which enabled me to develop analytical skills on a study using qualitative data.
- Responsible for writing reports that contributed to a long-term research project. This required self-motivation and good time management to meet agreed deadlines.
- Developed strong communication skills through speaking with academic colleagues about research results and presenting findings to senior staff working.

ADDITIONAL EXPERIENCE

Sep 2019 – Mar 2021 Peer Assisted Learning (PAL) Leader for Psychology, University of Bradford

- Planned and facilitated activity-based sessions for 10 first year students helping with their studies, adapted to offering online sessions during COVID-19 lockdown.
- Encouraged teamwork by assigning individuals to work together on psychology-based activities.
- Attended debriefs with other PAL leaders to review and discuss sessions for future improvements.
- Attended two full training days to learn more about the scheme and to expand current skillset.

Sep 2019 – Dec 2019 Activity Assistant, Youth Action, Bradford

- Assisted the play workers at the after school club, helping out with activities such as games and sport and clearing up at the end of the session. Worked with a team of play workers, keeping colleagues informed about progress or issues.
- Worked with children with learning difficulties, including ADHD and Autistic Spectrum Disorder. Learnt to stay calm to effectively handle any emotional and behavioural problems, encouraging the children to play in a positive and cooperative way.

Nov 2018 – May 2019 Cafe Assistant, Bronte Tearoom, Saltaire (Saturdays)

- Work as part of a team and communicate effectively to prioritise tasks, for example serving customers or clearing tables.
- Serving a wide range of customers in a very busy café, including tourists with limited English language skills, and dealing with complaints or queries; demonstrated ability to manage difficult situations within a demanding customer service environment.

Jun 2018 – Sep 2018 Receptionist, Carter Consultancy, Bradford

- Provided support to the Company Director, taking incoming calls from clients and members of the public. Used initiative to answer basic queries and book appointments.
- Calculated VAT on invoices before sending them to clients; responsible for outgoing post and distribution of internal mail and packages.
- Used SAGE accounting software to record customer invoices. Demonstrated accuracy and attention to detail when inputting data and running reports.

INTERESTS

Treasurer for the Bradford University Psychology Society (BUPS) which involved ensuring that accounts are kept up to date and work with other committee members to plan, organise and deliver events for BUPS members. Also responsible for promoting the society online.

Volunteered as a phone friend to the elderly during the first COVID-19 lockdown, spending six hours each week to chat to a range of people who were feeling lonely or isolated.

Enjoy organising day trips and other activities for friends, including cinema, bowling and going out for meals.