

Nayab Syed

London, N1 6AT • +447908934297 • nayab_syed92@hotmail.com

Aerospace Engineering Profile

Highly motivated and talented professional, completed bachelor degree in Aerospace Engineering from University of the West of England. Committed to utilise academic knowledge and diverse skills to make improvements in aerospace engineering field. Demonstrated ability to work independently and as a cooperative team player to achieve organisational objectives in fast-paced and multitasking environments.

Areas of Expertise

- Project Management
 - Quality Assurance
 - Material Management
 - Commercial Awareness
 - Time Management
 - Process Implementation
 - AutoCAD
 - IT (MS Office/UML/MySQL)
 - Customer Service
 - Team Collaboration
 - Conflict Resolution
 - Risk Management Process
-

EDUCATION

MSc Business Systems Analysis and Design | City, University of London, London, Current

Technical Proficiencies

UML | Good Knowledge about MySQL / Databases

Bachelor of Engineering (Hons) Aerospace Engineering | University of the West of England, Bristol, 2016

Technical Proficiencies

ANSYS – CFD | Good knowledge about SolidWorks – CAD | MATLAB

Foundation Engineering | University of the West of England, Bristol, 2012

Bachelor of Business Administration, Global Management | Regents College London, London, 2011

EDUCATIONAL EXPERIENCE

UNIVERSITY OF THE WEST OF ENGLAND, Bristol, Sep 2012 – Jun 2016

Aerospace Engineering Student

Collaborated with team members in designing, material, and manufacturing processes. Crafted innovative designs based on production requirements. Utilised dynamics and control system approaches that focused on designing and controlling natural systems.

Key Accomplishments:

- Conducted extensive research on Hypersonic Scramjet project starting with Different Mach Numbers. This project involves designing the scramjet engine nozzle using computational fluid dynamics (CFD) to analyze the scramjet operability to lower Mach numbers while maintaining its performance at higher Mach numbers with the same flow path.
 - Led and directed overall project activities, including delegating work responsibilities to each team member and organising weekly meeting to discuss project progress
-

EXPERIENCE HIGHLIGHTS

REGARDLESS MARKETING, APRIL 2018 – Present

Sales and Marketing

Accomplishing sales and marketing objectives by planning, developing, implementing and evaluating advertising and trade programmes. Making and developing field sales action plans.

Key Accomplishment:

- Developed good skills in dealing with objections, negotiation, networking, greeting customers, listening and creating good rapport.

CLAIBON RECRUITMENT, Dec 2017 - Present**Concierge**

Take initiative and help residents and visitors where needed which would include taking deliveries, improving hospitality, keeping patrons informed, provide direction, arrange services, cataloguing parcels and delivering it to the residents. Developed and maintained a good relationship with colleagues and residents, receiving good feedback from the people worked with.

WINGS ENGINEERING LIMITED, Jan 2017- Sept 2017**Online Trainee**

Fundamental knowledge and skills necessary to effectively and efficiently carryout aircraft maintenance production planning activities within an MRO. It incorporates a number of Problem Based Learning activities including case study sessions to facilitate practical understanding.

Key Accomplishment:

- Fundamentals of Continuing Airworthiness (FCA)
- Aircraft Maintenance Programme Development & Reliability Monitoring
- Aircraft Technical Records Management for MROs/CAMOs
- Aircraft Maintenance Planning for MROs/CAMOs
- Aircraft General Familiarization / Use of AMOS Software

BAYAN GARDEN SCHOOL, Saudi Arabia Jan 2017 – April 2017**Teacher**

Taught Math to grades 1, 5 & 6 and Science to grade 4. Managed and planned the academic year for the grades taught; made study routines and carried out meetings for further improvement in ELearning.

Key Accomplishments:

- Delivered strategic guidance for management, including maintaining the processes of ELearning and ensured accurate educational guidance.
- Maintained excellent relationship with the staff, students and students' parents.

AL-ALAMIYA INSURANCE COMPANY, Saudi Arabia, July 2014 – Sept 2014**Medical Insurance Assistant**

Identified customer needs and escalated issues, as well as recommended solutions for improvement.

Key Accomplishments:

- Delivered strategic guidance for inventory management and negotiation skills when dealing with people in person, emails and phone calls
- Filed all the documents, it relates to keeping everything up to date and being organized in terms of daily/weekly records.

SAUDI BROKERS, Saudi Arabia, June 2013 – Aug 2013**Financial Insurance Assistant**

Provided exceptional financial consultancy services for customers having issues with financial insurances.

Key Accomplishments:

- Interacted with new and existing clients by making calls that enhanced business opportunities and revenue growth.
- Worked with the head supervisor of the department and dealt with the insurance finances.

REFERENCES

Steve Wright steve.wright@uwe.ac.uk

Chris Toomer chris.toomer@uwe.ac.uk