

# Haseeb Ul-Haque

57 Watson Road, Killiney, Co. Dublin

**M:** +353 (0)876664611, **E:** ulhaque16@gmail.com **L:** linkedin.com/in/Ulhaque, **Irish National**

**OBJECTIVE:** Final year Law student, with good academic records, excellent problem solving and analytical skills and proficiency in Microsoft packages. Having developed a broad skill set by working in various environments ranging from retail, hospitality and management, now is ready to utilise my skills and experience in a dynamic and challenging legal environment where I hope to become an asset to the team.

## Educational Qualifications

**Dublin Institute of Technology-B.Sc. (Hons) Business & Law (2013–2017) 2.1 Honours (Expected)**

**Christian Brothers College, Monkstown -Leaving Certificate (2013) – Points [455]**

## Work Experience

### **Manager (February 2015 – Present) – Light Upon Light Ireland**

- Carried out an end-to-end recruitment campaign to fill 12 volunteer roles
- Oriented volunteers to increase their understanding of the organization, its clients, its services and the role and responsibilities of volunteers
- Led work streams and monitored the progress of volunteers towards completion of work and adjusted the work plan when necessary
- Conduct ongoing evaluation of the programs and services delivered to volunteers and implement improvements as necessary

### **Sales Advisor (November 2015– January 2016) - Argos, Dun Laoghaire**

- Processing customers' orders and distributing their items from the upper belt of the stock room down to the customer efficiently
- Handling any customer services enquiries in a diligent manner
- Responsible for stock delivery intake and ensuring recording and organising of stock
- Ensured that shelves are stocked properly and that all items and shelves were organised

### **Sales Assistant (Summer 2013) - TK Maxx, St. Stephens Green Shopping Centre**

- Given responsibility to manage the till & assist customers on ground
- Checking the inventory listing with actual stock on the shop shelves and reporting and discrepancies to managers
- Priced, stacked and displayed items for sale and kept store tidy and attractive

## Extra Curricula's

### **2016 President of DIT Islamic Society**

- Leading, motivating, and managing a committee of 11 dedicated individuals who are set out to run the society and represent the Muslim students across DIT's campuses
- Involves planning and organising events to cater for over 150 members
- Dealing with any queries that are of concern to the Muslim students on campus

### **2015 Information Assistance Web Summit**

- Helped visitors navigate around the Web Summit arena. My task was to assist visitors around the complex as well as assisting investors to the start-up companies

### **2015 Youth Development Work**

- Committee member of MYIreland which focuses on developing the youth
- Organised yearly camps for youth all over Ireland

### **2014 Attendees Assistant One Young World**

- Led a delegation of OYW ambassadors to event sites for their own cultural experience of Ireland, locations included Book of Kells, Facebook and the Guinness Factory Tour

### **Achievements & Interests**

- College** 2016 – Best Society Overall in DIT (Islamic Society) Best South Side Society in DIT (Islamic Society) 2015 – Best Charity Event in DIT (Islamic Society)  
Successfully negotiated a prayer room for DIT Muslim students in the new Grangegorman campus
- Reading:** Consult newspapers to keep up to date with current affairs and business awareness.
- Sport:** Weekend football in UCD
- Travel:** Organised, planned and financed own travel to the Middle East and Europe

### **Skills Profile**

- Teamwork** Can work independently or as part of a team. Able to motivate others, employ tact and build relationships - developed through work experience participation in case studies and being heavily involved in societies in DIT
- Problem Solving** Strong analytical skills, capacity for research and able to solve practical problems using creativity and resourcefulness. Attentive to detail that was essential for the completion of final year project
- Leadership** I employ a harmonious and inclusive approach to team scenarios. Presented the “How to Lead effectively” training/workshop to all Dublin Islamic Societies
- Communication** Strong writing and interpersonal communication skills. Delivered presentations in a concise, logical format and able to field questions under pressure. Given presentations to over 600 students in the UK about improving member participation and event planning
- Interpersonal** Patient, able to inspire trust, good listener and lead by example
- Language** Fluent in English and Urdu. Speaking Proficient in Hindi
- References** Academic & work – related references available on request