



Nazir Au-Jun Ashraf

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42 Edburton Avenue, Brighton,
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Profile

Aspiring events producer striving to be creatively challenged through his work, and to build rapport and collaborate with like-minded people who love music. Ample experience running small and large-scale university events, which demanded effective liaison with varied stakeholders, detailed planning, and adaptability. His core values of connectedness and open-mindedness were formed through his life experience and community participation.

Languages

English: Native

French: Professional

Spanish: Professional

Skills

Microsoft Excel (Udemy Certificate)

Adobe Illustrator

Google Suite

Rockschool Drums Grade 6 (Merit)

Full UK Driving Licence

Work Experience

Student Ambassador

Oct 2019 - Jun 2023

Languages department of
the University of Manchester

- Liaised with team to recruit hundreds of prospective students by leading campus tours and Q&A sessions
- BAJC Conference 2022: Coordinated a hybrid 3-day event with 110 presenters and hundreds of participants. Assisted presenters with technical aspects of their presentations
- Manchester Access Program 4-day outreach event: Lead teaching sessions to improve foreign language skills of Y8 students around Manchester

Assistant Manager

May 2022 - Jul 2022

4Bears Sharehome

- Liaised with manager to run hostel, ensuring a high standard of service for over 200 guests
- Single-handedly managed the hostel during manager's absence or leave
- Gained hands-on experience with clients, communicating in person and via Airbnb messaging in Spanish, English or French

French Customer Care Advisor

Jun 2020 - Sep 2020

FM Outsource

- Refined correspondence skills in both French and English by writing 8 emails per hour
- Provided efficient online customer service to thousands of clients in cosmetic and dairy industries
- Acquired deeper understanding of SCM by working with members of client companies

Education

The University of Manchester

Sep 2019 - Jun 2023

BA (Hons) Spanish and East Asian Studies

- First Class Honours with Distinction in Spoken Spanish

A Levels

Sep 2017 - Jun 2019

Greenhead College, Huddersfield

- Spanish (A*) French (A) Economics (A)

IGCSEs

Sep 2015 - Jun 2017

French International School of Hong Kong

- 6 A*s (including Maths, English Language, French and Spanish), 2 As, 2 Bs

Volunteering

The University of Manchester

Sep 2019 - Jun 2023

BA (Hons) Spanish and East Asian Studies

- First Class Honours with Distinction in Spoken Spanish