



Fateha Zinnot

AAT | Student | London, England | Business & Accounting

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Languages

English (Native)

Bengali (Fluent)

Hindi (Work Proficiency)

About

Currently studying at Lewisham College in Higher Access to Level 3 Business. I am passionate about Business & Finance, which I'd like to study in University. I excel in the field of accounting, leveraging my expertise to ensure financial stability and growth. My dedication to business education empowers others to navigate the complex world of finance with confidence.

BRANDS WORKED WITH

Drake & Morgan

hap Solutions Group

Jingle Jungle Nursery

Lewisham College and Southwark College

Experience

● Business Student

Lewisham College and Southwark College | Sep 2023 -

I am currently studying Business & Accounting to attain a T-Level in order to move onto Finance & Economics at university.



● Reservations Agent

Drake & Morgan | Sep 2022 - Sep 2023

- Entered and handed over enquiries to sales managers
- Talked to customers directly and put data regarding their booking into the company website through Collins
- Filled out details in order for other departments to take over and do their part
- Strived to help the company out, such as, suggesting questions people may ask through the new enquiry bot on the company website
- Went the extra mile to look for alternative sister branches if one of the sites that customers were looking to book, couldn't accommodate



● Event manager

hap Solutions Group | Aug 2021 - Jan 2022

- Advertised new or most popular items when customers look interested
- Balanced sales and bar work, as well as managing the team and teaching them the role of bar staff
- Assisted with stocking and storage and leading the team to keep the work place going
- Helped with unloading and stocking products in correct places
- Assisted with product display and quality of foods
- Directed customers towards the pick up/order que and helped with customer complaints/advice
- Handled sales and receipts

● Nursery Assistant

Jingle Jungle Nursery | Apr 2021 - Jul 2021

- Helped with daily activities
- To understand children's development
- Set-up daily activities for children relevant to topic of month
- Helped with their leisure activities
- Logged in children's development in online software and wrote detailed observations
- Liaised with parents about their child's progress
- Helped office with administration work when needed

Education & Training

2023 - 2024 ● Lewisham & Southwark college
T Level,

2021 - 2024 ● Lewisham & southwark college
AAT,