



## Head of Operations Resume

From launching my own clothing brand to leading operations at Harnium & DSIM, my journey has taught me how to build, manage, and scale teams and processes. With experience in fashion, sales, and digital marketing, I specialize in making sure work gets done on time, teams stay aligned, and results are delivered. I bring a strong mix of creativity, entrepreneurship, leadership, and operational excellence to every role.

### EDUCATION

Multimedia 2010-2011  
BSC in Fashion Designing 2013-2016  
Advanced Digital Marketing Masters  
Course 2023

### SKILLS

Operations Management – Overseeing day-to-day operations, ensuring smooth workflow.

Time Management & Deadline Control – Making sure all projects/campaigns are delivered on time.

Team Collaboration – Working with designers, marketers, and content teams.

Training & Mentoring – Guiding new team members.

Strategic Planning – Planning digital marketing operations to meet business goals.

### EXPERIENCE

**Kazo**-Fashion Designer Intern  
April 2014 - May 2014

**Afrah**- Fashion Design Intern  
May 2015 - July 2015

**Jyo's Closet** (Clothing Brand)-  
Founder  
2016- Current

**FIS**- Customer & Sales  
Executive  
(Process - Tesco UK, Chat)  
October 2021- October 2022

**Harnium**- Head of Operations  
Jan 2024- September 2025

**DSIM**- Business Management  
April 2025- September 2025