**NILOUFAR** SHAHIRBAHER

Cell: (639)-590-4337

Email:niloufar.shb@gmail.com

Burnaby(BC)

Canada.

Residency status: Permanent Resident of Canada

**EDUCATION**

**Lasalle College of Arts, Vancouver, BC, Canada, 2017 – present**

Certificate program in Jewelry design.

**English as Second Language (ESL), University of Regina, Regina, SK, Canada, Fall 2016**

Received a level 4 diploma.

**Azad University, Tehran, Iran, 2007-2012**

B.A in Political Science

In Dean’s List for two consecutive semesters

**Marzieh High School, Tehran, Iran, 2003-2007**

Honour Student throughout my studies.

**SKILLS**

**Management/Administration:**

* Worked as an office clerk in a private law firm and as a public administrator in a company called: AbresanTolou, in Tehran, Iran, for 6 years.

**Computer Skills**

* Microsoft Office (word, power point).
* Web applications (wix, web.com).
* Photoshop

**Other Skills:**

* Holds a certificate in culinary arts.
* Professional photography.
* Professional arts design (jewellery).
* A level-6 guitar player.
* Water color painting

# Employment History

**Jewellery Design and Production . 2015 - 2017**

Self-employed - Tehran,Iran

I opened a small private workshop in my place to make hand-made jewellery. I worked with copper, brass, and silver. I started this as a hobby, but then it grew to a fairly large business.

**Public Administrator . 2012-2015**

AbresanTolouco - Tehran, Iran

I helped with the implementation of government policies through the Company in Iran. I started by looking into the policies related to the management of city assets and then was promoted to a policy- and customer-relationship analyser.

**Law Firm Clerk . 2009-2010**

Ms.ZahraHeidari Law office - Tehran, Iran

I helped with organization, booking, and messaging of the law firm. I provided advice on the choice of lawyers depending on the nature of each lawsuit or claim. Initially, I started as a diary management related to the court appearance, but then, after getting more familiar with the legal terms and lawsuits, was promoted to a consulting clerk. People asked for my advice on selecting the best lawyers and practice.

# References

**Dr. Mehran Mehrandezh, Ph.D., P.Eng.**

Professor,

Faculty of Engineering and Applied Science

University of Regina

Regina, SK, Canada.

Phone: (306) 585-4658

Fax: (306) 585-4855

Email: mehran.mehrandezh@uregina.ca

**Louise Perrone**

President of Vancouver Metal Arts Association

Lasalle college

Vancouver,BC,Canada

Phone: (778)238-2656

# HOBBIES

* Photography.
* Music.
* Sports (badminton, swimming, hiking).
* Singing

# NOTE: Sample jewlery designs are available upon request.