

Muskan Sayed

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SUMMARY

Recent BSc Psychology graduate with experience in event coordination, content creation, and strategic planning. Passionate about combining creativity and organization to deliver exceptional experiences. Skilled in team collaboration, audience engagement, and adapting to fast-paced environments.

EXPERIENCE

Part-time content writer, Re:set employee wellbeing November 2024 - April 2025

- Supported the execution of various wellbeing events by handling on-site logistics, registration, and participant experience.
 - Managed event data and participant records, ensuring accuracy and accessibility for follow-ups and analysis.
 - Created and uploaded blogs reflecting event themes and key insights to enhance digital engagement and outreach.
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INTERNSHIP EXPERIENCE

Intern, Re:set employee wellbeing January 2024 - March 2024

- Edit, write, pitch and coordinate well-being content and offerings
- Collaborated with the entire team to strategize and plan content and offerings spanning different verticals and social media platforms.
- maintain and cleanse data, ensuring accuracy and integrity

Clinical Psychology Intern, Talk to Angel (Psychowellness center) October 2023 - December 2023

- Basic counselling skills and ethical consideration by understanding psychological therapies and concepts.
- Drafting case study, genogram and MSE.

Social work, Happimynd October 2022 - November 2022

- Develop engaging and informative content aligned with the organization's mission and goals.
- Use social media to advocate about self-awareness tool and mobilize support for specific causes.

Researcher for the Future Scientist of UAE, Gulf Medical University November 2019 - June 2021

- A research program at Thumbay Research Institute for Precision Medicine.
 - Focusing on biomedical research and application in understanding and treating human disease.
 - Basic cell biology and molecular biology techniques and learning laboratory safety techniques.
 - Applying the latest laboratory tools used in the field of biomedical research as it pertains to cancer biology.
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EDUCATION

Bachelors of Science in Psychology September 2021 - November 2024

Heriot Watt University Dubai

- Events coordinator - WattBuds Committee
- Content writer - Psychsociety

VOLUNTEERING

- Volunteer, Women in Business- Building for sustainable action and innovation April 2024
- Strengthened communication and organizational skills by assisting in the smooth operation of workshops and networking events.
 - Supported participant engagement at a conference focused on innovation and leadership.
- Volunteer concierge, COP28 December 2023
- Assisting attendees throughout the event with registration and navigation.
 - Contributed to a smooth-running conference experience.
- Sales volunteer, India's Kids Fashion week June 2023
- Proactively approach families to promote and provide friendly and informative assistance to customers
 - Provided seamless guest experience through registration support and navigation, contributing to a successful fashion event
- Volunteer, International Psychology Conference Dubai June 2023
- Assistance and engagements of the participants in the workshop hosted by IPCD.
 - Understanding the cross-disciplinary nature of psychology research.
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CERTIFICATION

- Awareness Workshop for Solution Focused Brief Therapy (SFBT) by Krsh welfare foundation 22 January 2024
 - Overcoming Cognitive Bias 08 September 2023
 - Student Delegate, International Psychology Conference Dubai 15 August 2022
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SKILLS

- Qualitative Research
- Quantitative Research
- SPSS statistical software
- Event coordination
- Content creation and editing
- Social media strategy
- Collaboration and teamwork
- Creativity and innovation
- Relationship building & client engagement
- Ambition, resilience, and problem-solving mindset
- Event coordination & guest experience