

# AJMAL SULTANY

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Nationality: British

## PROFILE

A trustworthy, reliable and honest individual with an excellent academic background – including the successful completion of BSc Psychology degree accredited by the BPS with graduate basis for registration. I have the determination to meet and exceed expectations and goals, as demonstrated in most recent employment. I attained professional development award by gaining experience through various roles including working with brain injured patients and working as a research assistant. Also, I was recently awarded the stamp of 'recommendation' by a leading European recruitment agency and I was one of two candidates only to successfully complete the Adab Trust Leadership Programme. Most importantly, I possess an attitude of making practical and meaningful changes in peoples' lives.

## EMPLOYMENT HISTORY

### Learning Development Centre - City University London

Uxbridge, West London

Jan 2009 –

Position: Oral Communication Adviser

Key Responsibilities so far have been

- Carrying out research as part of the LDC's research projects
- Taking initiative in the planning of research
- Identifying and developing suitable techniques for the collection and analysis of data
- Conducting data analysis
- Ensuring the validity and reliability of data at all time
- Maintaining accurate and complete records of all findings
- Producing regular verbal and written updates on progress to an internal audience
- Part of a team who submitted publication to a refereed conference; attending relevant workshops as necessary
- Developing contacts and research collaborations within City as was appropriate and under the guidance of the senior members of LDC

### Learning and Teaching Development Unit - Brunel University

Uxbridge, West London

May 2008 – Aug 2008

Position: Oral Communication Adviser

- Planned and co-ordinated teachers workshop on best practices when using interactive white boards
- Developed resources to be used by staff and students both locally and nationally
- Showed ability to work on own initiative in using web authoring software and employing recording equipment
- Reviewed relevant research and wrote a literature review on improving the utilization of PowerPoint for both teacher and student presentations

### Centre for Cognitive Neuroimaging

Brunel, Uxbridge

Jan 2007 – Jun 2007

Position: Research Assistant

- Participated in neuroscientific research methods seminars aimed at post-graduate students
- Took active part in the day to day process of running successful research
- Acquitted with the vigorous ethical procedures in carrying out research on undergraduate students
- Learned responsibility in administrating, handling, analysing and presenting research data

### **Other**

Student Ambassador

(Uxbridge, West London)

Sep 2006 – Jul 2008

Sales Assistant – River Island Ltd

(Watford, Hertfordshire)

Nov 2002 – Oct 2005

## ACADEMIC HISTORY

### **Brunel University**

Uxbridge, West London

Sep 2004 - Jun 2008

### **BSc Psychology (2:1) with Professional Development**

#### Module Results:

Drugs, Hormones and the Brain (A)/ Psychological Disorders and Cognitive Psychology (A)/  
Quantitative Methods (A)/ Health Psychology (B)/ Qualitative Methods (B) Intergroup Relations (A)/ Understanding  
Audiences (A)/ Brain and Behaviour (B)/ Dissertation (B/B)

#### Skills attained:

- Written a final year dissertation report based on a cognitive and psychophysiological approach whilst employing a quantitative method of analysis (SPSS - Statistical package for social sciences)
- Prepared written reports and presentations for seminar groups on human science topics
- *Analytical debating* within a seminar context on the main issues within social sciences, with the addition of discussions on the influence of the most prominent thinkers shaping the field of social sciences.
- Took part in many lectures and seminars on the diverse *qualitative and quantitative research tools* available for small scale research, including focus groups, interviews, questionnaires and observation.
- Exceptional interpersonal skills to work with individuals and teams at all levels and illustrated the potential to communicate and work effectively with people from wide range of backgrounds.
- Prolific user of internet and internet based research
- Active user of electronic and hard copy *journal research*, dealing with a wide range of theories and methods including those dealing with cognitive measurements, analysis of abnormal behaviour and crowd dynamics

### **West Herts College**

Watford, Hertfordshire

Sep 2002 - Jun 2004

#### **A - Level**

Psychology (A)/Communication Studies (A)/English Language & Literature (B)

### **Park High School**

Stanmore, London

Sep 1998 - Jun 2002

#### **GCSE**

Physical Education (A\*)/ English Language (B)/ English Literature (B) Mathematics (B)/ Science (C/C)/ Business and IT (C/C)

## INTERESTS AND ACTIVITIES

- Helpline Worker (Muslim Youth Helpline)
- Enjoy participating in healthy activities especially football
- Gained stamp of 'employability recommendation' from Odgers Ray & Berndtson
- Learning third language – Arabic
- Studying for Diploma in Life Coaching
- Successfully completed the Adab Trust leadership program
- Strong IT skills and sound knowledge of MS Office
- Driving – full, clean driving licence.

## REFREES

Available upon request