

RANIA MUJIB

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PROFESSIONAL SUMMARY

Master of Management graduate with 6 years of healthcare operations experience and applied experience in market entry, financial modelling, project management, and venture development. Combines Life Sciences training with frontline healthcare operations, stakeholder research, quantitative analysis, and executive-level communication. Skilled in translating complex operational and financial problems into structured, actionable recommendations.

EDUCATION

Master of Management (MMgt)

Sept 2025 – July 2026

Schulich School of Business, York University, Toronto, ON

Dean's Entrance Award (\$6,000) | Cohort Representative | Graduate Ambassador | Dean's Cup Team Captain

Honours Bachelor of Science (Life Sciences); Minor in Environment & Society

Sept 2020 – Nov 2024

McMaster University, Hamilton, ON

GPA: 3.81/4.0 | Summa Cum Laude | Dean's Honour List | De Villiers-Mahaffy Merit Entrance Scholarship

EXPERIENCE

Medical Secretary, Rehoboth Family Health Clinic, Oakville, ON

May 2024 – Present

- Coordinate high-volume clinical operations across patient intake, triage support, referrals, medication reconciliation, laboratory follow-up, scheduling, physician support, and after-hours care, resolving time-sensitive issues across workflows.

Business Operations Assistant, Echovasc Imaging Diagnostics, Milton, ON

Jul 2020 – April 2024

- Supported multi-site cardiac diagnostic operations across referral intake, scheduling, report tracking, billing controls, technologist coverage, service delivery, and partner-clinic coordination.

Sales Executive, Karl Lagerfeld Paris, Toronto, ON

Dec 2022 – Jan 2024

- Exceeded monthly sales targets by 20%+ and increased average transaction value by ~25% through consultative selling, customer needs analysis, and relationship development.

CONSULTING & BUSINESS PROJECTS

U.S. Market Entry Consulting Engagement — Team Lead, Schulich School of Business

Jan – Jul 2026

- Led a six-person consulting team and synthesized 98 stakeholder contacts, three expert interviews, competitive analysis, and client evidence into a North Texas market-entry strategy targeting 50–500 employee firms.
- Built a six-month implementation roadmap and ~CAD \$17.2K investment model, establishing a Month-6 decision gate requiring one pilot engagement and two paid engagements before expansion.

Healthcare Venture Development — Co-Founder / Strategy Lead, Schulich School of Business

Jan – Jul 2026

- Co-developed a rural cardiac-diagnostics venture and 36-month integrated financial model spanning unit economics, income statement, balance sheet, cash flow, runway, and investor returns.
- Structured a CAD \$400K preferred-equity investment proposal and staged market rollout, modelling first revenue in Month 4 and monthly EBITDA profitability by Month 21; developed investor-facing financial and pitch materials.

Project Management Implementation Plan, Schulich School of Business

Jan – July 2026

- Developed a 26-week, CAD \$85K implementation plan across 50 activities, integrating WBS scheduling, critical-path analysis, budget controls, RACI governance, risk management, and milestone-based evaluation.

LEADERSHIP & ADDITIONAL

Team Captain — Schulich Dean's Cup, Top 6 Finalist, Toronto, ON

Sept 2025 – July 2026

- Captained a Top-6 finalist team across four competitive case rounds, developing recommendations on integration strategy, responsible AI, market opportunity, and operating feasibility under time-constrained conditions.

Cohort Representative & Graduate Ambassador, Schulich Graduate Business Council, Toronto, ON

Sept 2025 – July 2026

- Synthesized cohort feedback into actionable themes for faculty and administrators while supporting recruitment events, candidate outreach, and prospective-student engagement.

Founder & E-Commerce Shop Owner – Etsy, Remote

June 2024 – June 2025

- Founded and operated an independent e-commerce apparel shop, developing original sweatshirt and T-shirt concepts while managing product design, branding, listings, pricing, customer communication, and order coordination.

Teaching Assistant & Curriculum Designer, McMaster University, Hamilton, ON

May 2023 – Jan 2024

- Translated complex genetics and life-sciences concepts into accessible materials, evaluated 100+ submissions, and collaborated with faculty on evidence-based course improvements and clear written communication.

Skills: Strategy & Market Research; Business Case Development; Competitive Analysis; Financial Modelling & Forecasting; Project Management; Stakeholder Interviews; KPI Reporting; Process Improvement; Implementation Planning; Data Visualization; Executive Presentations; Excel (dashboards, financial models); PowerPoint; Word; Canva; EMR Systems

Languages: English (native); Urdu (native); Hindi (conversational); Punjabi (conversational)