



## WAQAS AHMAD

Address: Sufyan Town Street No 7 Tower wali near Textile  
Univeristy Faisalabad

Mobile: 0302-7056094

### OBJECTIVE

To take a long term career oriented employment to invest all my education Qualification, Professional Experience and to undertake Responsibility to widen the scope of learning practically to the optimum benefits of the Organization and entire Development of my career.

### DISTINGUISH FEATURES

- Can work for long hours
- Flexible and quick learner.
- Keen Sense of detail
- Quick learner

### CAREER AIM

To work with professional team and achieve corporate objectives as personal growth

### PERSONAL INFORMATIONS

**Father's Name:** MUHAMMAD LATIF  
**Date of Birth** 27-07-1987  
**CNIC NO** 33106-5415779-7  
**Religion** Islam  
**Nationality** Pakistani  
**Language Known** URDU,English

### QUALIFICATION

<u>DEGREE</u>	<u>YEAR</u>	<u>MARKS</u>
Matric	2003	431/850
FA	2006	427/1100
BA	2010	408/1100
DIPLOMA IN OFFICE MANAGEMENT		

### EXPERIENCE:

BASIC COMPUTER USES.  
MS OFFICE, WORD, EXCEL, POWER POINT.

### SKILLS:

- Good Communication
- Hard Working

### PERSONAL STRENGTHS

- Ability to work independently or in team.
- Excellent communication or in good team worker.
- Fast learner, hard worker and result oriented.

### DECLARATION

- I hereby declare that the above information is true and correct To that best of my knowledge and belief.