



MUHAMMAD DILSHAD

Assistant Accounts

PROFILE

I would dedicate myself towards the achievement of company's objectives while being a part of it and would carry out my duties responsibility, while maintaining excellent interpersonal relationships with my fellow workers.

CONTACT

- Muhammad Dilshad
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- + 92 3061515761
- DilshadRajpoot756@gmail.com
- Date of Birth 07- 04 -1997
- Single
- English, Urdu, Punjabi
- Rawalpindi, Islamabad, Pakistan.

EDUCATION

- **M.Com** (Finance) 2018-2020
University of Agriculture Faisalabad 3.74 CGPA out of 4.00
- **B.Com** (Finance) 2015-2017
Government College University Faisalabad 1010 out of 1500
- **I.Com** (Commerce) 2013-2015
Board of Intermediate Faisalabad 799 out of 1100
- **Matric** (Science) 2011-2013
Board of Intermediate Faisalabad 852 out of 1050

EXPERIENCE

- **Askari Bank Limited**
6 Month works Experience at Askari Bank Limited Assistant Accounts opening officer, and Customer Services Dealing.
- Accounts Assistant at Al-Qaim Construction Pvt Limited.
- 1 Year working Experience as Virtual Assistant on Amazon.com Online E-Commerce Market Place.

SOFTWARE

MS OFFICE 365	DIGITAL LITERACY
QUICKBOOKS	XERO ACCOUNTING
SAGE 50	TALLY
MICROSOFT OUTLOOK	DIGITAL MARKETING
GRAPHIC DESIGN	WORDPRESS