***R E S U M E***

***HAZRAT BILAL***

 

Email: bilalkhan30697@gmail.com

Cell No: +92-333-5959 610

**PERSONAL DETAIL:**

**F/Name:** Sher Dil Khan

**CNIC:** 16101-4504737-3

**D.O.B:** 09th April, 1989

**Gender**: Male

**M. status:** Married

**Nationality:** Pakistani

**Religion:** Islam

**Domicile:** Khyber Pakhtoon Khwa

**Address:** House-84, Street-59, F-11/4, Islamabad

**CAREER OBJECTIVES:**

Seeking a challenging career with a progressive organization offering an appropriate professional growth. Trying to advance my career by utilizing my skills and experience that I got from my education and practical experience, want to do something for the prosperity of the organization.

**ACDAMIC QUALIFICATION:**

| **S. No** | **DEGREES** | **Year** | **SUBJECT** | **BOARD/UNIVERSITY** | **MARKS** |
| --- | --- | --- | --- | --- | --- |
| 1 | M.Com | 2014 | Accounting | Abdul Wali Khan University Mardan | 59 % |
| 2. | B.Com | 2011 | Accounting | University of Peshawar | 50 % |
| 3 | D.Com | 2008 | Accounting | Board Of Technical Education KPK | 57 % |
| 4 | SSC | 2005 | Science | BISE Mardan | 59 % |

**WORK EXPERIENCE:**

**SILK Bank (Pvt.) Ltd. Pakistan:**

**Designation:**  **Sales Executive (CASA)**

**Duration :** 07th Sep, 2015 to 26th May, 2016

**Streamline Corporation :**

**Designation:**  **Office Superintendent**

**Duration :** 1st June, 2016 to 31st Mar, 2017

**Mr. Khalid Malik** (Managing Director KCC (Pvt) Ltd)**:**

**Chairman:** Pak-Jap Friendship Forum

**President:** English Speaking union Islamabad

**Ex-SVP:** Islamabad Chamber of Commerce & Industry

**Designation**: **Secretary (ESU-Isd, PJFF-Isd) /General Superintendent (KCC)**

**Duration:** 1st Apr, 2017 —— May-2022

**MCB Islamic Bank Limited :**

 **Designation: Business Development Officer**

**Duration :** 1st Dec, 2022 till to date

**TRAINING:**

**GIK Institute of ENGG; SC; & Technology:**

 **Designation**: Finance Trainee

 **Duration:** 16th Feb 2015 to 15th Jul 2015

**COMPUTER SKILLS:**

* **Operating System:** Windows Xp, Vista & 7.
* **Accounting Software’s:** Peachtree and Tally Software
* **Packages:** Microsoft Office (Word, Excel, PowerPoint), Internet etc.

**LANGUAGES:**

* International English Language Testing System’s Certificate from (AEO).
* IELTS band (5.00)

| Languages | Read | Writing | Speak |
| --- | --- | --- | --- |
| Native and local | Excellent | Excellent | Excellent |
| English | Excellent | Excellent | Good |
| Portuguese + Spanish | Normal | Normal | Normal |