

SAIRA BAJWA

Address: Mouhalla Mahar Colony Ward No.3 Taluka Digri District Mirpurkhas
Phone # 0304-3256467

Objective

I am in a constant search of an environment where I can apply my skills with immense professionalism and precision, I want to prove myself worthy & express my skills in my field, if a chance is given to me in your well reputable institution.

Personal Information

Father's Name : **Abdul Qadeer Khan Bajwa**
Cast : **Bajwa**
CNIC : **42201-5660296-6**
Date of Birth : **29-04-1995**
Nationality : **Pakistani**
Religion : **Islam**
Marital Status : **Single**
Domicile / PRC : **Mirpurkhas (Rural)**

Academic Qualifications

Qualifications	Board Name	Passing Year	Grade
• Matriculation	B.I.S.E Mirpurkhas	2009	"B"
• Intermediate	B.I.S.E Mirpurkhas	2011	"B"
• B.Com	Sindh University	2013	"2 nd Division"
• M.A English	Sindh University	2019	Result Waiting

Professional Experience

- 02 Years Experience as a Reception Accountant Amna Kareema Hospital Tando Allahyar
- 01 Year Experience as a Accountant in HBL Bank Jamsabad
- 01 Year Experience as a Accountant in UBL Bank Jamsabad
- 02 Years Experience as a Teacher in Little Fairy Higher Secondary School Digri
- 01 Year Experience as a Accounts Assistant at Bhitai Dental Medical College
- 01 Year Experience as a Nutrition at WEP NGOs
- 01 Year Experience as a Nutrition at Apex Consultant

SKILLS.

- **Good command in Computer Applications**
- **Office (MS Word, Power Point & Excel)**
- **Internet Browsing , Emails Chat and etc.**

COMMUNICATIONS SKILLS.

Can Read, Write and Communicate in Languages
English Urdu Sindhi Punjabi

REFERNCES

Will be finished upon Request