




Naveed Ahmad


Date of birth: 1 May 1998


Nationality: Pakistani

Gender: Male

CONTACT

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ABOUT ME

To be a successful professional in a globally renowned company and to achieve the objectives of the company with honesty, fairness and to continuously upgrade my knowledge and skills. I am result oriented, committed to work and dedicated person with a passion for building things in a new way from scratch.

EDUCATION AND TRAINING

OCT 2018 – OCT 2022 – Lahore, Pakistan

Bachelor of Science in Social Work

University of Punjab

Address F7H8+HFV, Canal Rd, Quaid-i-Azam Campus, Lahore, Punjab, Lahore, Pakistan

PROJECTS

SEP 2020 – MAR 2022

Achievements

- Collected donations for Welfare work
- Arranged thrift shop stalls
- Managed their social accounts
- Participated in winter cloth distribution for help of Needy people

WORK EXPERIENCE

SEP 2020 – FEB 2021 – Lahore, Pakistan

Interne

Urban Community Development

Responsibilities

- Visit NGOs on daily basis and collect data regarding their working
- Learn NGOs registration method
- Help people of all life stages cope with and solve everyday problems
- Work with individuals, families or groups

MAR 2021 – MAR 2022 – Lahore, Pakistan

Interne

Door of Awareness

Responsibilities

- Make out a detailed psychological profile of the person and make reports for it
- Get to know about Marketing
- Learned to have strong hands on Office tasks
- Worked on advertisement
- Volunteer work on Collecting donations
- Arranged thrift shop stalls
- Managed their social accounts
- Participated in winter cloth distribution

DIGITAL SKILLS

My Digital Skills

Microsoft Office / Microsoft Powerpoint / Microsoft Excel / Outlook