S/o Saleem Ullah, Mobile No: 0345-9107244, 0300-9730704

Postal Add: House #5 CNIC: 17301-8493585-7

Ehsan Street Etihad qaisersaleem94@yahoo.com

Road Etihad colony Skype: qaisersaleem94

Near ring road Peshawar Passport No: DZ 5756852

QAISER SALEEM

###### Objective

To Join a Dynamic organization where I can enhance my knowledge and skills by working in challenging Environment, The Organization where I can prove my abilities, show energy and achieve my goal effectively and efficiently to become a professional expert. I am reliable, dynamic, and trustworthy, Able to work on own initiative or as part of a team. I want to serve my region and strengthen my professional knowledge in my focus areas such as:

* + - Financial Planning and Auditing
		- Business Management
		- Data analysis
		- Entrepreneurship
		- Business Awareness
		- Competitive Intelligence
		- Strategic Management
		- Project Planning and Management
		- Technology Reforms
		- Social Management

I also want to gather a beneficial knowledge in conflict resolution, Poverty, Health Higher Education, Governance, organizational development.

###### Qualification

* MBA/MS (Finance) City university of Science and

 2014 Information Technology, Peshawar

* Master of Science (Economics) University of Peshawar

 2012

* B.A (Economics, Statistics) University of Peshawar

 2009

* F.A (Inter science) B.I.S.E Peshawar

 2006

* Matric (Science) B.I.S.E Peshawar

2003

**Research** Analysis of Factors Affecting Capital Structure in Decisions making a case of Pakistan

**Publication** Textile industry.

* Estimating Firm Capital structure, (co Author)

* Compare the financial performance of Islamic and conventional banks in Pakistan (co Author)

**Additional**

**Qualification**

* Diploma in Information Technology from Board of Technical Education

###### Certificate of Advance computer Hardware from ICIT

* Certificate of IT-Essential 1&2 from CISCO International
* Certificate of Seminar on managing learning behavior
* Certificate of seminar on Islamic Banking
* Certificate of attended Young Entrepreneur Conference at Islamabad
* Certificate of organizing CUSIT career Fair-2013
* QuickBooks
* SPSS
* Oracle 11 g
* Workshop on Education Counselors (British Council Islamabad)
* Writing Skills workshop by Motivated youth organizer
* Seminar On Character building Society organized by CUSIT

###### Professional Working as Deputy Director Administration at Women University Swabi, 8th March Experience 2022 -8th May 2023. Worked for 05 year as Administrative Officer at (GPP-KP) Planning & Development KP

######  Advisory Board member of youth Center DC office Peshawar (volunteer)

 Team Member “Mera Peshawar Task Force”

**Strength** Excellent capabilities regarding financial statements, inventory management, firm’saccounts maintenance. Basically a team worker always tries to build relationship through excellent communication skills and perform every responsibility as well plan and organize with customer focus.

###### Language English Speak, Read and Write

**Proficiency** Urdu Speak, Read and Write

Hinko Speak, Read and Write

Pashto Speak, Read

## Interest

Exercises and sports

Reading books including literature and poetry

To visit different places

Debate