**Mohammad Ali S/O Mohammad Akbar Baloch**

 **Address: House No 6-7/78-24 Toghi Road Quetta.**

🖁 0334-2490823

 ***PERSONAL PROFILE:***

Date of birth. 15-03-1985

* Nationality. Pakistani.
* Marital Status. Married.
* N.I.C No. 54400-3336167-1.
* Religion.  Islam.
* Domicile. Quetta.

***ACADEMIC QUALIFICATION:***

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| --- | --- | --- | --- |
| **Degree** | **Year** | **Subject** | **Institution** |
| B.A | 2007 | Arts | University of Balochistan Quetta |
| H.S.C | 2004 | Science | B.I.S.E Quetta |
| S.S.C | 2001 | Science | B.I.S.E Quetta |

***Computer Diploma/ PROFESSIONAL COURSE:***

***Certifications:***

1. Six months of Diploma in Information Technology from Muslim Hands Technology.
2. One month of short course in Hard Ware from Muslim Hand Technology.
3. One month of Ms Access Course from Adorn Computer Institute.
4. Three months of Manual Typing Course from Naiz Commercial Collage Typing Speed (per min/40).

***LANGUAGES:***

1. English
2. Urdu
3. Balochi
4. Punjabi

***Job Experience:***

1. Working with OCSD Organization as an Office Assistant & Data Entry.
2. Worked with WESS as a Logistic & Admin Officer form 1st Jan 2016 to 31st Dec 2017.
3. Worked with Islamic Helping Hands as a Logistic & Admin Officer form 1st Jan 2013 to 30th Sept 2015.
4. Worked with OCSD Organization as a Logistic & Admin Officer from 1st Jan 2010 to 30th December 2012.
5. Worked with Helper Public School/Collage Quetta as Admin Assistant & Account Assistant for 6 Months.