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|  |  | Muhammad ilyas |
| OBJECTIVEPositions, which con hone up my skills, invigorate on urge to perform and achieve goals keeping in mind the aesthetics of Professionalism. A job thot allow me for greater achievements and which would Newly apply my professionalPersonal information Father Name: Muhammad DilbarCNIC #: 54400-3952909-1D.O.B: 12 - Feb -1993ContactPHONE:+92-347-8584867ADDRESSHouse No. 10-5/7 Madina Colony Joint Road Quetta.EMAIL:Ilyaskhanyousafzai4@gmail.comHobbiesStudying BooksPlaying CricketlanguagesEnglishUrduPashto |  | EDUCATIONMBA Banking & Finance2023BUITEMSBachelors in Computer 2014University of BalochistanF.Sc2012BBISE, Quetta.Matriculation 2010BBISE, Quetta.WORK EXPERIENCEAccounts Officer:**New Shan Enterprises Pharmaceutical** **2019 – 2023**To keep and update with the daily basis of financial accounts of firm. Maintaining records giving follow up reports to managing director and coordinators while updating about daily activities. Computer Operator**New Shan Enterprises Pharmaceutical****2015 – 2018** Worked and teamed about Basle 8onklng working. Generated and maintaining records (filling and updates on specimen signatures). Keep daily activity record on excel sheets on daily basis**SKILLS*** Computer proficiency.
* Leadership experience.
* Communication skills.
* People skills.
* Organization know-how.
* Problem solving abilities.
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