ALI RAZA

+92-304-1787-307,

**Flat No. A-09, Block A-1, Johar Complex, Main University Road, Scheme-33, Gulzar Hijri Karachi**

Permanent Address:Village Fatehullah Ghumro, Taluka kingri, Pir Jo Goth, District Khairpur (Mir’s)

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Self-driven, detail-oriented young professional looking forward to work and enhance skills; more importantly want to grow with a dynamic organization to achieve the goals.

**1. Family name:** Ali

**2. First names:** Raza

**3. Date of birth:**  11/11/2000

**4. Passport/Nationality holder:** Pakistani 45204-8600739-5

**5. Education:**

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| **Institutions** | **Degree(s) or Diploma(s) obtained:** |
| Shah Abdul Latif University, Khairpur (Mir’s) Sindh -Pakistan (2020- 22) | Bachelor of Arts (B.A)  |
| Govt, Degree College, Pir.Jo. Goth, Khairpur (Mir’s) Sindh -Pakistan (2018) | Higher Secondary Certificate Part -II  |
| Govt, High Hadal Shah, Kingri, Khairpur (Mir’s) Sindh -Pakistan (2016) | Secondary School Certificate |

**6. Certificates and Courses:**

Diploma in English Language from Domino English Learning Centre - Johar Campus, Karachi,

 2017-18

**7. Computer skills:** MS applications (Word, Excel, PowerPoint)

**8. Experience:**

* 2-years’ experience of Office Assistant/Computer Operator, Storekeeping, inventory maintenance and record keeping with M/s. Sardar Muhammad Ashraf D. Baluch (Pvt.) Ltd.
* 1 year as Receptionist with M/s. Sardar Muhammad Ashraf D. Baluch (Pvt.) Ltd.
* 1 year experience in hotel management, reception and store keeping

**9. Language skills:** (1 - excellent; 5 - basic)

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| **Language** | **Reading** | **Speaking** | **Writing** |
| **English** | **1** | **2** | **2** |
| Urdu | 1 | 1 | 1 |
| Sindhi | 1 | 1 | 1 |

**10. Specific interest in the region:**

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| **Country** |
| Pakistan, Asia and Europe |