



ABDUL **QADEER**

Contact

Address:

House #5, Street #11,
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Languages

English
Urdu
Punjabi
Pashto
Birahvi

Objective

- Work in a challenging environment and make significant contribution for the organization.
- Work with a fast-paced set-up where deadline are the priority and handling multiple jobs simultaneously is the requirement.

Skill Highlights

- Basic fundamentals of Computer
- Computer Hardware & Software
- Microsoft Office
- Computer Programming
- Self-motivation
- Leadership
- Adaptability
- Photo Editing
- Decision Making
- Computer Networking

Experience

- 1 year working experience with Faysal Bank Ltd as a BESC
- 3 months working experience with Bank Al-Falah as BDO

Job Profile

- Working as I.T In-charge in Garrison Academy Quetta Cantt from Feb 2019 to till date.

Education

- **Bachelor studies in Computer Sciences (BSCS):** BS honors in Computer Sciences by securing 68% marks from **University of Balochistan, Quetta.** 2012-2016
- **Bachelor in Arts:** BA with second division from University of Balochistan Quetta 2014
- **ICS:** ICS from Gen Mohammad Musa Collage in second division. 2011
- **Matriculation:** Matriculation in Science from Islamia Model High School Quetta with second division. 2009

Certifications

- **AUTOCAD:** Short course of Autocad/Map designing from Muslim Hands Informatics.
- **COMPUTER HARDWARE:** Completed short course diploma from Muslim Hands Informatics.
- **TYPING AND SHORTHAD:** Completed typing speed with 35 wps and shorthand with 80 wps from Niaz Commercial Collage Quetta.

References

Reference will be provided you upon your desire.