



# ABDUL SAMAD

TEHSIL LEVEL MONITORING OFFICER  
DATA ENTRY, ANALYZING AND VISUALIZATION EXPERT

## OBJECTIVE

Seeking A Position That Utilize My Skills My Knowledge And Working In An Environment Where I Can Share My Skills In Order Achieve The Company Concern Goals And In Return To Be Given The Chance To Grow And Develop Career.

## EDUCATIONAL QUALIFICATION

CERTIFICATE	PERCENTAGE	YEAR OF PASSING	BOARD/ UNIVERSITY
S.S.C ( METRIC )	74%	2015	BISE DIK
F.S.C ( ICS)	64%	2017	BISE DIK
BS COMPUTER SCIENCE ( 4 YEARS )	78%	2021	GOMAL UNIVERSITY D.I.KHAN
ONE YEAR DIPLOMA IN INFORMATION TECHNOLOGY	84%	2021	BTE PESHAWAR

## EXPERIENCE

- 1) One Year Experience as A Tehsil Polio Officer (TPO) With World Health Organization In Polio Eradication Program, Currently Working There.
- 2) One Year Experience In School As A Computer Teacher, Data Entry Operator.

## PERSONAL DETAILS

FATHER NAME	MARITAL STATUS	NATIONALITY	ADRESS
SHAH WALI KHAN	MARRIED	PAKISTANI	SARWAKAI,SWTD UPPER,PESHAWAR,KP

## LANGUAGES

- |           |                              |
|-----------|------------------------------|
| ✓ ENGLISH | VERBAL + WRITTEN PROFICIENT  |
| ✓ PASHTO  | VERBAL + WRITTEN PROFEICIENT |
| ✓ URDU    | VERBAL + WRITTEN PROFEICIENT |
| ✓ SARAKAI | VERBAL PROFICIENT            |
| ✓ HINDI   | VERBAL UNDERSTANDING         |
| ✓ PUNJABI | VERBAL UNDERSTANDING         |

## CONTACT

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## SKILLS

### DATA ENTRY , ANALYZING AND VISUALIZATION

- POWER BI
- MS POWERPOINT
- MS EXCEL
- MS WORD

### GRAPHIC DESIGNING

- COREL DRAW
- ADOBE  
PHOTOSHOP

### JOB ABILITIES

- Team Work
- Time Management
- Good Verbal And  
Written  
Communication
- Problem Solving And  
Decision Making