



## CURRICULUM VITAE

### PERSONAL PROFILE:

Name: Asif Afridi  
Father name: Abdul Qayyum  
DOB: 10-08-1989  
NIC #: 21202-6287483-5  
RELIGION: Islam  
Nationality: Pakistani  
Marital status: Married  
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### JOB EXPERIENCE:

(19<sup>th</sup> Sep 2013- 24 July 2018)

**Rehman Medical Institute Peshawar as a Public Relation Officer**

Dealing and guiding patients  
Launching their complaints and solving their issues  
Event Management  
Monitoring and evaluation  
Coordination with other departments  
Also worked as PR representative in Sehat Insaf Card

(1<sup>st</sup> Nov 17-1<sup>st</sup> Jan 2018)

**Rehman Medical Institute Peshawar as an Incharge Central Complaint Cell**

Dealing in daily maintenance complaints  
Dealing in patient complaints

Coordination with other departmental helpdesks  
Coordination with HODs  
Online Excel sheet  
Forwarding daily base report to Manager Public Relation

## **KEY SKILLS:**

Well-developed written and oral communication skills  
Prove ability to contribute in a team environment.  
Programming skills and computer literacy.  
Effective complaint handler and problem solver.  
Well-developed team leadership capability.  
Effective time management.

## **Education:**

2008-2012	BSc in Economics (Hons) Institute of Management Science Peshawar
2007	Pre-Engineering Qurtaba College Peshawar
2005	S.S.C LIMS School Peshawar

## **LANGUAGES:**

English, Urdu, Pashto, Persian