**Faraz** **Hussain Khokhar**

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*CNIC: 41306-3834061-1*

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**PROFILE**

Enthusiastic Business professional with a background in Finance, Marketing and Research Writing, bringing expertise in Financial Analysis, Business Analytics, Data Science, Web research and Freelance Writing. Possesses practical experience gained through physical internships at National Bank of Pakistan and Osar Foundation Trust and virtual internships at JP Morgan Chase & Co. Demonstrates effective leadership with strong communication, public speaking, problem-solving, and time management skills honed as the head of the Literature club at IBA Students Society. Adept at leveraging skills in a dynamic environment. Eager to contribute to a progressive organization and apply business, financial and research knowledge to kick start and subsequently excel within the corporate sector.

**PROFESSIONAL EXPERIENCE**

**CUSTOMER SERVICES SPECIALIST** Feb 2024 – Present

*IBEX GLOBAL*

**ASSISTANT ACCOUNTANT** Sep 2022- Sep 2023

*Osar Foundation Trust, Hyderabad*

Managed: Accounts, Financial Analysis

**ACADEMIC WRITING** April 2021 - Till date

*FREELANCE*

Web Research, Data Analysis, Research Writing

**BUSINESS INTERN** Aug 2022 - Sep 2022

*National Bank of Pakistan, Hyderabad*

Skills gained: Accounts/Loans/Remittance/Management

**APPOINTMENT SETTER** May 2022 - Present

*SetPro, Islamabad*

Skills gained: Lead generation/Social media marketing/Cold Outreach

**LITERARY CLUB HEAD** Jan 2020 - Dec 2023

*IBA Student's Society, Jamshoro*

Skills Gained: Finance/Events/Project management/Team Management/Leadership

**EDUCATION**

**BACHELOR'S OF BUSINESS ADMINISTRATION (HONS.)** Jan 2020 - Dec 2023

*University Of Sindh Jamshoro, Jamshoro*

**SKILLS**

**Expert in:** Analytical Skills, Financial Acumen, Communication Skills, Teamwork and Collaboration, Adaptability, Leadership, Time Management, Ethical Judgment, Technology Proficiency, Attention to Detail, Sales and Marketing, Negotiation Skills

**LICENSES & CERTIFICATIONS**

**Fundamentals of Quantitative Modeling** 2023

*COURSERA* - *SGW865X2AXRE*

 **Internal Audit Analyst Virtual Experience Program JP Morgan Chase & Co.** 2023

*FORAGE* - *wMCNNkR4LZSeqEAjY*

**BUSINESS ANALYTICS WITH EXCEL: ELEMENTARY TO ADVANCE** 2023

*COURSERA* - *9DFRHYN3BUKM*

**VOLUNTEERSHIP**

**VOLUNTEER** Nov 2023 - Present

*AL-KHIDMAT PAKISTAN*