



Fawad ur Rehman

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Zone 4 Regi Model Town Peshawar

PERSONAL INFO.

Date of Birth : 05,Jan,1999
Gender : Male
Marital Status: Single
Nationality : Pakistani

OBJECTIVE

To compete in this ongoing tough situations in order provide justice, peace & education to the deserving people. I like to join & work in such an environment where each & everyone got according to their potential.

SKILLS

- MS Office
- IT Support Engineer
- Data Entry
- Line Listing
- Data Collection
- Digital Marketing

EDUCATION

- University of Engineering & Technology Peshawar, BS Computer Science**
Sep,2017 - Dec,2021
- Punjab College Peshawar, Intermediate (Pre Engineering)**
Sep,2015 - Jul,2017
- Forward Model School Hayatabad Peshawar, Matric (Science)**
Apr,2013 - Jun,2015

EXPERIENCE

- DFCA SSR2 (Ministry of National Health Services Regulations and Coordination), Line Lister + Data Collection + Computer Operator**
Jul,2023 - Sep,2023
Provides data by operating a computer.
Determines sequence of operations by studying production schedule.
Performs defined tasks per documented instructions/processes.
Prepares equipment for operations by accessing software in computer.
Makes appropriate changes to the documentation, as needed.
- Qureshi Associates Pvt Limited, Data Entry Operator**
Jan,2022 - Dec,2022
A data entry operator is responsible for inputting and

- Graphic Designing
- Canva
- Project Management
- Computer Literacy

LANGUAGES

- English
- Urdu
- Pashto

updating information into computer systems or databases accurately and efficiently. They handle various tasks, such as typing data, verifying data accuracy, organizing records, and retrieving information.



PTV Peshawar, IT Support Engineer

Sep,2021 - Oct,2021

Install and configure computer hardware, software, networks and applications. Continuously monitor and maintain systems and networks. Respond to technical support calls from other staff members or clients and communicate how to resolve issues.



TPVICS R3 Aga Khan University (Ministry of National Health Services, Regulations and Coordination), Line Lister + Data Collection

Oct,2023 - Present

ACHIEVEMENTS



Talent Hunt Award

The Talent Hunt Award is a symbol of encouragement, motivating the recipient to continue pushing boundaries and reaching for new heights. It is a source of pride and inspiration, fostering a sense of responsibility to utilize their talents for the betterment of their community and society.

CERTIFICATIONS



DigiSkills.pk, Graphic Designing

2021



Google Coursera, Google IT Support

2023



Google Coursera, Digital Marketing

2023



Google Coursera, Project Management

2023