

To,

The General Manager
Almoiz Industries Ltd
Dera Ismail Khan

Subject: APPLICATION APPLY FOR THE POST OF THE COMPUTER OPERATOR

Dear Sir,

Respectfully submitted that I have come to know that through reliable sources that a post of "**Computer Operator**" is lying vacant under your kind control I offer myself for one the same

I am an experienced and qualified computer operator and my skills match your job needs perfectly. I am attaching my CV for more information , plus , I can work at a good typing speed and do my beautifully. I will try my best to serve with keen hard work and dedications . I hope your good self will consider my application favorably.

Thanking You

Your's obediently
Haris Jamshed S/O Jamshed Ahmed
Contact no: 03139904484



CURRICULUM VITAE

HARIS JAMSHED

Permanent Address:

Masjid Yaka Wali Mohalla Wakeelan Wala DIK.

Mobile #: 0313-9904484



■ CAREER OBJECTIVE

I strongly wish to work for and grow with an organization that offers multi-cultural environment and growth opportunities so that I can best utilize my capabilities.

■ PERSONAL INFORMATION

Father Name	<u>JAMSHED AHMED</u>
Date of Birth	28-01-2000
C.N.I.C #	12101-6483218-7
Domicile	DERA ISMAIL KHAN
Gender	Male
Religion	Islam
Nationality	Pakistan
Marital Status	Un Married

■ ACADEMIC QUALIFICATIONS

■ Qualification	■ Year	■ Marks	■ Board
SSC	■ 2016	■ 717/1100	B.I.S. E D.I.KHAN
F.S.C	■ 2018	■ 625/1100	B.I.S. E D.I.KHAN
BS Computer Science (04 Years)	■ 2022	■ 2.8/4.00	Gomel University Dikhan

■ LANGUAGES

- Urdu
- Saraiki
- English

■ EXPERIENCE

- 02 Years' Experience as a Computer Operator in IT Department at Chasma Sugar Mill.
- 03 Month Internship at USA Medical Billing Company as a Account Receivable Executive.
- 06 Month" Experience at Waqar Composing Shop Masood Market as a Computer Operator.