

# CURRICULUM



Name: Hassan  
Father name: Abdul Latif  
Domicile: Faisalabad  
Date of Birth: 24-06-1996  
Marital Status: Single  
Nationality: 🇵🇰 Pakistani  
Religion: Islam  
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pull Samundri Road Faisalabad.

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## Objective 📄

The main objective of my life is to do everything with determination and dignity. I want a suitable job in my field and hope to be a known personality of my field due to quality of my work. Mainly "Do the Best".

## Qualification 📖

| YEAR'S | Degree        | INSTITUTION/BOARD |
|--------|---------------|-------------------|
| 2018   | B.A           | A.I.O.U Islamabad |
| 2014   | F.A           | A.I.O.U Islamabad |
| 2012   | Matric (Arts) | BISE Faisalabad   |

## Computer Skills 🖥️

- ❖ Diploma in CA&OP (**Computer Application & Office Professional**) of 14th Month through Vocational Training Institute Sitara Colony Faisalabad.
- ❖ Proficient in MS Office (**Word, Excel, Power Point, Access, Corel Draw, In Page**)
- ❖ Working with all types of Windows.
- ❖ Installation of all Types of Application Software's.
- ❖ Proficient in using internet.

- ❖ Basic knowledge of computer.

## Experience

- ❖ “**Training Experience**” in Vocational Training Institute from January-2014 to February-2014.
- ❖ As a ‘**Customer Relation Officer**’ (CRO) in “Saahil Telenor Franchise” from September-2014 To July-2015.
- ❖ As a ‘**Key punch Operator**’ (KPO) in “Saahil Telenor Franchise” from August-2015 to 10 December 2018.
- ❖ As a “**Business Development Officer**” (BDO) Reporting, BVS Devices Troubleshooting & Faulty devices Management with Vendor & Franchises & HQ & Trade Market Store keeping) in Telenor Regional Office Faisalabad from 12th December 2018 to 1<sup>st</sup> February 2023.

## Language

- ❖ English
- ❖ Urdu
- ❖ Punjabi

## Reference

- ❖ **Reference will be furnished on demand.**