



Minhaj Uddin

Accountant / senior advisor

+92.303.0195749

minhajuddin764@gmail.com

Charsada Road, Charsada, Pakistan

Summary

Assalam o alaikom! Dear sir, my name is minhaj uddin s/o zaheer uddin . I am realting with a noble and respectable fairmy of mian gaan shabqadar. Sir, i did MBA finance from abdul wali khan university mardan. I do B.com from university of peshawar and also did D.com from technical board of peshawar and got SSC certificate from peshawar board. I am currently working with WHO as technical tehsil monitor from last 7 years. I also worked as assistant cashier at PIMS HOSPITAL HAYAT ABAD from 2014 to 2015. Further i worked as accountant and class teacher in IQARA PUBLIC HIGH SCHOOL from 2013 to 2015. Now i am seeking for a good job , to perform my services for an organization and keep himself busy under of my senior instruction given and earn halal for my family. My contact number is#03339262687/03030195749. My emial address:: minhajuddin764@gmailcom Below given is my qulifications and personal data kindly check it and shortlist me for test and interview.. Thanks . Regards minhaj uddin.

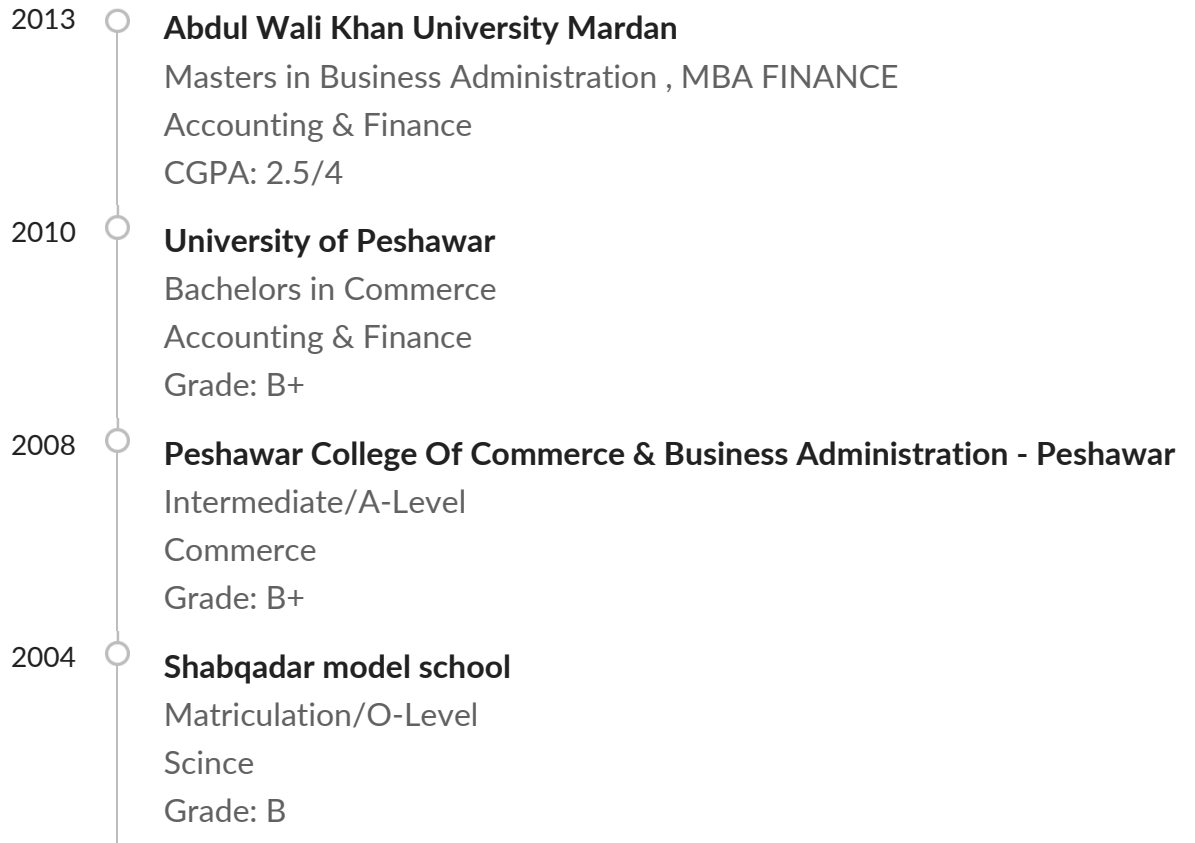
Skills

Ability To Travel To Meet Clients | Accountability | Accounting Skills | Accounts Reconciliation | Administrate Assistance | Administration | Admissions Management | American English Accent | Analytic Reporting | Analytical Skills | Bookkeeping | Cash Calculation | Class Teacher | Communication Planning | Communication Skill | Communication Skills | Computer Knowledge | Computer Literacy | Conflict Management | Coordination Skills | Coordination Skills | Creativity | Critical Thinking | Customer Acquisition | Customer Service Systems | Customer Support | Data Analays | Data Analysis | Data Collection & Reporting | Data collection and evaluation | Data Encompassing | Data Entry | Data Management | Data Mining | Data Presentation | Database Entry Programs (CSPro) | Emergency Working | Energetic Skills | EPI | Evaluation Skills | Evidence Based Technical Advice Sharing | Excel Skills | Excellent Writing Skills | Experience In Report | Field Verification | Finance Administration | Financial Policies and Procedures Command | Fleet Management | Fleet Operations Management | Gender Sensitivity

Experience

- May 2019 - Present **Accountant / senior advisor**
Lifeway's rehablitaion Center, Charsada, Pakistan
DEALING WITH FAMILIES OF PATIENT ,
COLLECTION OF ADMISSION FEE ,
KEEPING RECORD OF ALL INCOMING AND OUT GOING CASH AND MUCH MORE.
- Mar 2015 - Present **Technical tehsil monitor**
WHO, Charsada, Pakistan
Still working with WHO
- Mar 2013 - Aug 2015 **Accountant**
IQRA PUBLIC HIGH SCHOOL, Charsada, Pakistan
- May 2011 - Jun 2013 **Cashier/accountant**
PIMS HOSPITAL PESHAWAR, Peshawar, Pakistan

Education



Projects

Khair khegara organisation

<http://Na>

The khair khegara tanzeem was built for the community arisment and helping the poor peoples financially and much more...

Collection of IDPS DATA, AFGHAN REFUGEES DATA.

<http://KOBO>

This task were given us by our senior WHO officer to collect the war effected, or those people who left their houses by poorty or bad economic conditions or beggars on road side or sea or river side stying in tent's or keep staying at graveyard for short term of interval and also about of afghan refugees data ..

Languages

Pashto
Expert

Urdu
Expert

English
Expert