



MUHAMMAD IQBAL

Address: MIANWALI , PUNJAB , PAKISATN .

Contact: +92343 1484467

■ ■ : OBJECTIVES:

I am confident and enthusiastic person with ability to learn and adopt quickly new challenges and to handle difficult situations, I have also an organized approach either with good communication skills, which enables me to work effectively my own, or as a part of the team.

■ ■ : PERSONAL INFORMATION:

- **■ ■ C.N.I.C** : **38301-8798509-9**
- **■ ■ Gender** : **Male**
- **■ ■ Nationality** : **Pakistani**
- **■ ■ Religion** : **Islam**
- **■ ■ Marital Status** : **UN-Married**
- **■ ■ Date of Birth** : **14-08-2003**

■ ■ EDUCATIONAL INFORMATION:

DEGREE / CERTIFICATE	YEAR	BOARD / UNIVERSITY
COMPUTER DEPLOMA	2023	SARGODAH
INTERMEDIATE	2023	AIOU Islamabad
MATRIC (science)	2021	BISE Sargodah

EXPERIENCES:

❖ DATA ENTRY OPERATOR AT AL SHAFI COMPUTER COLLEGE, PINJAB PAKISTAN.

- **DATE** :(Mar 2021-May 2022)
- Working as a **DATA ENTRY OPERATOR** at admin office .

❖ DATA ENTRY OPERATOR HRL (PVT) LTD, PINJAB PAKISTAN.

- **DATE** :(APR-2022- OCT-2022)
- Working as a **DATA ENTRY OPERATOR** at main store .

SKILLS & COMMANDS:

- MS EXCEL
- MS OFFICE
- MS POWER POINT

INTEREST:

- Writing
- Reciting

LANGUAGE:

- Urdu
- English
- Punjabi