**OBJECTIVES:**

RESUME

 To seek a challenging and career oriented

NAJMA GHULAM MUHAMMAD

 D/O

GHULAM MUHAMMAD

 Position in a reputable organization that

 Offers opportunity for professional growth.

 **PERSONAL SKILLS :**

* Active team Member
* Good communication Skills
* People Friendly and good Listener
* Keen to learn new things

**C.N.I.C**

31202-3513280-8

**Contact no:**

03007807864

03093248378

03404960908

**E-MAIL ID:**

fatimanoreen2310@gmail

.com

**Address:**

H/40,Street#2, NAZIR ABAD COLONY,NEAR GENRAL BUS STAND,

 Baha BAHAWALPUR

* Can wok under time pressure
* Possess Leadership skill
* Good presentation and inter-personal skills

**QUALIFICATIONS:**

 **Statistics** (2009-2011)

Is lamia University of Bahawalpur

3.63 CGPA

**M.BA** (2006-2008)

Islamia University of Bahawalpur

2.9 3 CGPA

**B.Sc maths,state** (2004-2006)

63%

Islamia University of Bahawalpur

**ICS (STATE,MATH,COMPUTER)**

Board of intermediate &secondary Education, Bahawalpur

58%

**Matric ,SCIENCE** (2001-2002)

Board of intermediate &secondary Education, Bahawalpur

66%

**Experience**

* **Work as a Statistical Assistant in the Bureau of Statistics, Govt OF Punjab**
* **Training in HABIB BANK LIMITED, BAHAWALPUR**
* **ONE YEAR** ADMIN TRAINING IN “**DISTRICT COORDINATION OFFICE”** BWP
* Work as administrative and accountant in **“THE ISLAMIA UNIVERSITY”**, BAHAWALPUR.
* **ONE YEAR** EXPERIENCE AS A **LECTURER** IN THE “**CITY COLLEGE”** BWP
* **LECTURER** IN “**ALLAMA IQBAL GROUP OF COLLEGES” BWP**
* **Work as a “EDITOR” in a UNICEF**
* **Work as a “Data Management officer” Provincial TB Control Program, Directorate General Govt of Punjab.**

*REFERENCE will be provided on request*