



Sohail Ahmad

I use a creative approach to problem-solving, dependable at time management, energetic, and eager to learn new skills, and I always try to be flexible and hardworking at every task.

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📍 Peshawar, Pakistan

WORK EXPERIENCE

Admin/Accountant

Welkin builders and developers Pvt.

02/2021 - Present

HR Assistant

Rehman medical institute

09/2018 - 08/2020

Peshawar

Etimad visa center Peshawar

Biometric officer

10/2017 - 06/2018

- Office Assistant

Peshawar

EDUCATION

MBA

Abasyn university Peshawar

2016 - 2018

Courses

- HR

3.07/4.00

BBA

Islamia college university

2011 - 2015

Courses

- HR

Peshawar

Study Program

Institution/Place of Education

FSC

BISE Peshawar

2009 - 2011

Courses

- Pre-medical

Peshawar

Matric

BISE Peshawar

2009

Courses

- Science

Peshawar

SKILLS

Annual Book keeping

Good Communication skills

MS Office

Inpage

Organizational skills

Interpersonal skills

LANGUAGES

English

Professional Working Proficiency

Urdu

Native or Bilingual Proficiency

Pashto

Native or Bilingual Proficiency

INTERESTS

Reading

Sports

Travelling

Gaming