

UMER FAROOQ

Dedicated, multifaceted, professional with over 6 years of affiliation and experience with Society for exercising health, education and Social Sector in remote areas of Balochistan. With diverse business environments that demand strong organizational, technical and interpersonal skills. Possess strong communication skills, an ability to interact with cross-functional departments, with the high degree of professionalism, discretion and problem resolution capabilities. Quick learner, Self-motivated, Result oriented person, with proven record of growth and achievement.

Seeking a challenging position with a dynamic organization that welcomes initiative, dedication; demands excellence in consistently meeting business objectives, and exceeding standards.

AREAS OF EXPERTISE

- ❖ *Excellent Communication Skills*
- ❖ *Social worker*
- ❖ *Writer*
- ❖ *High Tolerance Level*
- ❖ *Solution Driven Approach*
- ❖ *Team Management Skills*
- ❖ *Cross Cultural Communication Skills*
- ❖ *Professional sports man*
- ❖ *Attractive Personality*

SKILLS INVENTORY

- ⊖ Capable of working in diverse environment and different cultures.
- ⊖ Self-motivated individual with admirable decision making skills.
- ⊖ Swift apprentice, adapt well to change and pressures in the work place.
- ⊖ Enthusiastic creative and willing to assume increased responsibility.
- ⊖ Expressive communication skills with ability to quickly form relationships.
- ⊖ Ability to work in team environment as an active member

ACADEMIC EDUCATIONAL QUALIFICATION

- 2022 **Masters in English Literature (MA)**
University of Baluchistan, Quetta, Baluchistan.
- 2021 **Bachelors of Education,(B.Ed)**
Allama Iqbal Open University Islamabad
- 2024 **Master Of Sociology ,(MSc)**
Allama Iqbal Open University Islamabad
- 2023 **Master of Education (M.Ed)**
Federal University of Arts, Sciences & Technology Karachi.
- 2019 **BACHELOR OF ARTS,(BA)**
University of Balochistan, Quetta, Balochistan.
Major Subjects: Economics, Sociology.
- 2017 **BACHELOR OF Science,(BSc)**
University of Balochistan, Quetta, Balochistan.
Major Subjects: Math, Physics, Chemistry.
- 2015 **Faculty of Science(F.Sc) (Engineering)**
Govt Boys Degree College Khuzdar
Major Courses: Math, Physics, Chemistry
- 2013 **Matriculation, (SSC)**
Workers Model Public Higher Secondary School Khuzdar
Major Courses: Biology, Physics, Chemistry, & Mathematics.

**PERSONAL DATA**

D.O.B. : 20-06-1998
Sex : Male
Nationality : Pakistani
Status : Single

CONTACT NUMBER

03340306682

E-MAIL

Farooqbaloch482@gmail.com

Local: Khuzdar
Domicile: Khuzdar

Present Residency: Khuzdar

Permanent Address:

Zerina Kattan Khuzdar

Postal Address:

AL-Imarat Hardware Arbab
Complex khuzdar.

LANGUAGES KNOWN

- English
- Balochi
- Brahvi
- Urdu

OUTDOOR ACTIVITIES

- Comperer
- Athletics
- Organizer
- Stage performer
- Management
- Co-ordinator
- Mind reader

COMPUTER SKILLS

- Microsoft Office applications and operating system (MS Windows).
- Web browsing and e-mailing.
- Typing Master
- Inpage Urdu
- Software.
- MS Excel.
- MS word
- MS PowerPoint

AREAS OF INTEREST

- Volunteer works, Social Services & to Serve Mankind (Humanity)
- Cricket, football, newspaper reading & Interested with Information Technology
- Artificial Intelligence

Job Experiences & Certificates:

- 01 year of Experience in NADRA As Supervisor, on the Recent NSER Project Of EHSAAAS Kifalat Program.
- 06 Months of Experience as Field Monitor Officer at MICROMERGER by Monitoring all BHUs of District Khuzdar for Health Department of Balochistan & FDI.
- 01 Year Experience At NADRA Pakistan As Junior Excutive.
- 02 Months of Experience as Field Monitor at MICROMERGER by Monitoring Typhoid Conjugate Vaccine Campaign (TCV) in 2021 for Health Department Balochistan, Khuzdar.
- 02 Years of Experience as Divisional Executive officer for Kalat Divion at Balochistan Education Enowment Fund.
- In the General Elections of 2018, I Served as Independent Monitoring officer from FAFEN.
- 01 Year of Experience as Data Entry Executive at NADRA Pakistan Collecting Data for BISP.
- 04 Months of Banking Experience in UBL as District Coordinator.
- 01 Year of Experience as Field & Training Coordinator at Directorate of Non-Formal Education Balochistan.
- 01 Year of Teaching experience in English Language at Oxford English Academy Khuzdar.
- 06 Months of Typing Certificate from Excellence Academy of Quetta.
- 01 Year Diploma of Computer (DIT) from Balochistan Technical Board.
- 02 years of Diploma In Advance English Language from Oxford English Academy Khuzdar.
- 01 Month Experience to work with AFAQ as Teacher Educator.
- 03 Months of Certification from DIGISKILLS in Communication & Soft Skills & Data Analytics and Business intelligence.
- Certified of 04-Day Training Workshop on Social Mobilization, Data Management and Monitoring Organized By NFE.

TEACHING EXPERIENCE

- 01 Year of Teaching Experience at National Public School Khuzdar.
- 01 Year of Teaching Experience at Dawn Public Model High School Khuzdar.
- 03 Months of Experience as Teacher in English and Science Subjects at British Language and Science Academy Khuzdar.
- 02 Months of Teaching Experience in English Language at Oxford English Academy Khuzdar.

Available upon request