



USMAN GHANI

Khalid Bin Waleed Colony Ring Road, Peshawar.

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Profile:

To acquire a challenging position in an organization where its members believe on common vision, teamwork and respect for each other like new responsibilities, long working hours, adverse working environment and opportunities to grow professionally with increasing responsibilities.

Education:

S#	Exam Passed	Institution Name	Grade/GPA	Year
01	BBA-Finance	Agriculture University Peshawar	3.04/4.00	2020
02	HSSC	Brilliant College of Peshawar	2nd	2015
03	SSC	New Islamia Public High School	1st	2013

Personal Details:

- Father Name : Noor Ali
- CNIC No. : 17301-5676270-5
- Date of Birth : 10/04/1996
- Gender : Male
- Domicile : Peshawar

Personal Skills:

- Strong communication and interpersonal skills.
- Excellent organizational and multi tasking skills.
- Excellent report writing & presentation skills.
- Ability to travel frequently within the project areas to attend & report on training outcomes & to work under pressure to accomplish activities on time.
- Having nice ethics of phone, correspondence and social interaction.

Communication Skills:

- Fluency in speaking, writing and reading of English, Urdu & Pashto.

Experience & Skills:

- 2 Year experience in Maqsood Medical Complex Hospital Peshawar as "Finance Officer".
- 1 Year experience in Blueviens as "Finance Assistant".

Computer Skills:

- Excellent command on MS-Office Applications, Internet browsing, Emailing and Installations.