

# ❖ WASEEM AKHTAR s/o ABDUL MAJEED

DATA QUALITY OFFICER



## SUMMARY:

To serve the organization to achieve excellence for the organization and self with total dedication, devotion and dynamism so as to grow with the organization and enhance my skill and abilities.

## PERSONAL INFORMATION

Email:  
waseemakhtar.quetta@gmail.com  
Phone #:  
0333-7801955 / 0347-2431144 (WhatsApp)  
Date of Birth: 16-04-1972  
ID # 54400-0505775-5  
Local/Domicile: Quetta  
Religion: Islam  
Nationality: Pakistan  
Marital status: Married

Address: House no. 4-25/24, (N)Abdullah Street , Prince Road Quetta Permanent

## LANGUAGES

- Urdu
- English
- Pashto
- Persian
- Balochi
- Punjabi

## STRENGTHS

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- Hardworking, sincere & diligent.
- Responsible, creative & optimistic.
- Good listener, equable, & diplomatic.

## EDUCATION

- Master in Statistics  
University of Baluchistan (1997)
- Bachelor in Double Math & Statistics  
University of Baluchistan (1995)
- Intermediate in Science Subjects  
Govt Science College, Quetta (1993)
- Matric in Science Subjects  
Islamia High School & College, Quetta (1990)
- Diploma in Computer Science  
Petrochemical Corporation (Pvt) Petroman, Quetta (1998)

## EXPERIENCE

- Data Quality Officer  
MICROMERGER PVT LTD.  
DSC (Data Support Centre) Quetta.  
**Total Duration: 01-09-2018 TO 30-09-2023 (5 Years )**  
Responsibility: Ensure data accuracy, completeness, and consistency through quality measures, data analysis, data validations, data cleaning.  
Responsibility: Plan lessons, maintain discipline, support student development.

## SKILLS

- DIT, Data Management
- MS Office, MS Excel
- Typing Speed (30 words per min)
- Computer Hardware
- Complete Windows Installation 7 to 11
- Complete Software installing and settings
- Etc