



# YAMEEN HUSSAIN

MIS - Database Person

## CONTACT

PHONE:  
+92 312 0398145  
(Whatsapp)  
+92 312 0398145

EMAIL:  
Yameenhussain110@gmail.com

## PROFILE :

I have very good knowledge of Computer Operation, Softwares, Hardware, Windows, MS Office, Word, Excel, Powerpoint presentations, Reporting Skills, Data Monitoring, Data Entry, Data analysis, Validation, Typing speed of 50wpm, English, Urdu, Sindhi Typing, Gmail, Outlook, Drive, Emailing, official Meetings, Training, and other activities participation. Confident to work under pressure, Emergency Projects, Filed & Officials tasks very well.

## EDUCATION

Bachelor of Commerce  
AIOU Islamabad  
2020

Intermediate (Pre-Engineering)  
BISE Hyderabad  
2014

C.I.T (Computer – MS Office – Mailing)  
SBTE Karachi  
2015

## WORK EXPERIENCE

Thardeep Rural Development Program TRDP  
MIS – Database Person  
Feb-2023–Dec-2023

Bilal Photostate & Computer Center  
Computer Operator  
Jun-2019 – Feb-2023

GASCO Engineering Pvt. Ltd.  
Admin Assistant  
Aug-2016 – Jul-2017

## SKILLS

**Manage Work Pressure, Emergency Tasks**  
**Official Assignments**  
**Typing (Eng, Urdu, Sindhi)**  
**English (Read, Write, Talk)**  
**Computer Skills**