

**QUAID-E-AWAM UNIVERSITY
OF
ENGINEERING, SCIENCE & TECHNOLOGY,
NAWABSHAH SINDH PAKISTAN**

ORIGINAL

Book No. **B-02**



Certificate No. **198**

*This is to certify that Mr./Ms. Abdul Rauf
P/o/D/o Muhammad Hanif Rajput with ID. No. 03-02BS(CS)16
has passed the Bachelor of Science Examination (Final)
in Computer Science of this University held in
January/February, 2007.
He/She has secured First Division with 66.55
weighted percentage of marks based on results of all four years.
Date of declaration of result 03-07-2007.*

CONTROLLER OF EXAMINATIONS

Nawabshah, Dated: 24-06-2009

Note: The university reserves the right to correct any error, mistake or omission in the results or certificates at any time upon verification of the record.

Book No.

620



Certificate No.

№ 061929

Seat No.

05771

UNIVERSITY OF SINDH

JAMSHORO, SINDH, PAKISTAN

This is to certify that

**MR. ABDUL RAUF
S/O MUHAMMAD HANIF RAJPUT CHOHAN**

has passed the

B.A (PASS) PART-II

ANNUAL

Examination of **2004** *of the University*

of Sindh held in the month of

DECEMBER, 2004

He/She was placed in **SECOND** *Class*

Date of declaration of result **12-07-2005**

Received Rs. **15.00**

Dated **17-07-05**

THE UNIVERSITY RESERVES THE RIGHT OF
ISSUING ANY CORRECTION IN THE RESULT
IF ANY MISTAKE IS DETECTED LATER.

Jehal
CONTROLLER OF EXAMINATIONS
UNIVERSITY OF SINDH
JAMSHORO, SINDH

Book No
1302

UNIVERSITY OF SINDH Certificate
JAMSHORO, SINDH, PAKISTAN N^o 00130114

B.A. (Pass) Part - II

Seat No.

05771

Certificate showing the number of marks secured by

MR. ABDUL RAUF
S/O MUHAMMAD HANIF RAJPUT CHOHAN

B.A. (Pass) Part-II **ANNUAL** Examination of **2004** held in. **DEC:, 2004**

Subjects	Maximum Marks	Minimum Marks	Marks Obtained	Remarks
Compulsory-I English	100	33	44	
Compulsory-II URDU	100	33	49	
Elective-I Paper-II POL: SCIENCE	100	33	67	
Elective-II Paper-II ECONOMICS	100	33	45	
Elective-III Paper-II M: HISTORY	100	33	47	
Total Marks of Part-II	500		252	
Total Marks of Part-I	500		227	
Grand Total of Part-I & II	1000		479	

SECOND CLASS

Total Marks (in words) **FOUR HUNDRED SEVENTY NINE**

PASS

Received Rs. 25/= Challan No. Dated

Date of declaration of result **12-07-2005**

Dated: **03-04-09**

[Signature]
Controller of Examinations

Board of Intermediate & Secondary Education

HYDERABAD SINDH

Book No. 0360



Certificate No. 035979

Group Pre Medical

This is to certify that Mr. Miss Abdul Rauf -
S/o D/o Muhammad Harif Rajput Chohan
Seat No. 13149 has passed the Higher Secondary
Certificate Part-II (Intermediate) Examination (Annual /
supplementary) Examination 1999 of the Board of Intermediate
& Secondary Education, Hyderabad held in the month of Dec 1999.

He/She was placed in B³ Grade/Class

HYDERABAD SINDH

Dated 3-1-2002 1999

1. Prepared by: [Signature]

2. Checked By: [Signature]

Controller or Examinations
Board of Intermediate & Secondary Education
Hyderabad Sindh.

Certificate No
D 005390

BOARD OF INTERMEDIATE AND SECONDARY EDUCATION HYDERABAD
SINDH

C.C.S. BISE, HYD.
 GROUP
 PRE: MEDICAL



MARKS CERTIFICATE

HIGHER SECONDARY CERTIFICATE PART I - II (CLASS XI - XII) SUPPLEMENTARY

EXAMINATION 1999

(INTERMEDIATE) HELD IN THE MONTH OF

DECEMBER 1999

NAME: ABDUL RAUF

FATHER'S NAME: MUHAMMAD HANIF

SURNAME: RAJPUT CHOCHAN

SEAT NUMBER 13149

COLLEGE: 104.GOV'T: (MPL) HIGHER SECONDARY SCHOOL, NAWABSHAH.
 DISTRICT: NAWABSHAH.

	English		US=Urdu Salis U=Urdu-I S=Sindhi U2=Urdu-II	Islamic Education C=Civics For Non Muslims	Pakistan Studies	Physics				Chemistry/Computer				Biology				Mathematics Paper - I	Mathematics Paper - II	Grand Total	Pass / Fail	
	Paper - I	Paper - II				Theory	Practical	Theory	Practical	Theory	Practical	Theory	Practical	Theory	Practical	Theory	Practical					
																						Paper - I
Max. Marks:	100	100	100	100	50	50	75	25	75	25	75	25	75	25	75	25	75	25	100	100	1100	
Min. Marks:	33	33	33	33	17	17	25	08	25	08	25	08	25	08	25	08	25	08	33	33		
Marks obtained	34	33	76 U1	86 U2	35 IE	40	44	24	38	24	36	24	25	24	45	24	27	23	XXX	XXX	0662	PASS

Total Marks (in words)

SIX HUNDRED SIXTY TWO

GRADE **B**

HYDERABAD SINDH

Dated 3/1/2002

Prepared by

Read by

Checked by

CONTROLLER OF EXAMINATIONS

3/1/02

Board of Intermediate & Secondary Education
HYDERABAD, SINDH

Certificate No.E 010049



Group SCIENCE / GENERAL

Seat No. 133058

Secondary School Certificate Examination 1997

Annual/Supplementary 1997

This is to certify that ABDUL RAUF

Father's Name MUHAMMAD HANIF

Surname RAJPUT

of the 279. GOVT. (MPL) H/S NAWABSHAH

Passed Secondary School Certificate Examination held in

the month of MARCH 1997 and was placed in

Grade B

The Candidate qualified in the following subjects:-

Component I

Component II

Component III

1. Urdu & Sindhi Salees
2. English I & II
3. Pakistan Studies
4. Islamiat/Civics

- Science Group
1. Physics
 2. Chemistry
 3. Mathematics
 4. Biology

- General Group
1. General Science
 2. General Mathematics
 3. _____
 4. _____

Grade _____

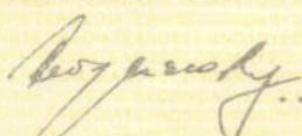
The date of birth as recorded in the admission form

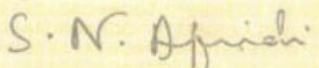
is 05-01-82 FIFTH JANUARY

One Thousand Nine Hundred and EIGHTY TWO

The Examination was taken as a whole / in parts

Hyderabad, Sindh
Dated 31/07/99


Controller of Examinations


Secretary

NOTE: (DISTINCTION IN EACH SUBJECT - 75%)

Certificate No

B 180801

GROUP : SCIENCE

C. C. S. BISE, HYD.

BOARD OF INTERMEDIATE AND SECONDARY EDUCATION HYDERABAD
SINDH
MARKS CERTIFICATE



SECONDARY SCHOOL CERTIFICATE PART - I - II (CLASS IX - X)

ANNUAL

EXAMINATION

1997

NAME: ABDUL RAUF

FATHER'S NAME MUHAMMAD HANIF

SURNAME: RAJPUT

SEAT NUMBER

133058

OF 279.GOVVT: (MPL) H/S NAWABSHAH

	COMPONENT I						COMPONENT II						Total Marks Obtained out of 850	Pass / Fail	GRADE	COMPONENT III		
	S = Sindhi U = Urdu - I	US=Urdu Sais SS=Sindhi Sais/Urd-u-II	English		IT = Islamiat IK = Ikhlaqiyat	Pakistan Studies	Physics		Chemistry		Mathematics	Biology				Assessment Done by School	GRADE OF COMPONENT III	
			Paper - I	Paper - II			Theory	Practical	Theory	Practical		Theory						Practical
Max. Marks:	75	75	75	75	75	75	25	75	25	100	75	25						
Min. Marks:	25	25	25	25	25	25	08	25	08	33	25	08						
Marks Obtained	52 U.	36 SS	40	43	34 IT	54	57	23	41	24	45	38	24	511	PASS	B		

Total Marks (in words) FIVE HUNDRED ELEVEN ONLY

HYDERABAD SINDH
Dated 3/12/2001

Prepared by
Read by
Checked

CONTROLLER OF EXAMINATION

Bank Account Information

Bank Name : MCB

Branch : Market Road Nawabshah

Branch Code : 0715

Account Title: Abdul Rauf

Account # 1075208841003197

IBAN : PK05 MUCB 1075 2088 4100
3197

Email : raorauf@hotmail.com

Abdul Rauf
0330-5900131
House # I-C-459, Near Abdul Qadir Park
Manuabad, Nawabshah

Objectives:

Being a creative and enthusiastic person, seeking a job in a dynamic organization, where I could realize my full potential in the field of administration, logistics, account, marketing and Information Technology and contribute tangibly towards company's goals.

Qualification:

<u>Sr.#</u>	<u>Examination</u>	<u>Division</u>	<u>Year of Passing</u>	<u>Institution</u>
1	BS (CS)	1 st	2007	Quaid-e-Awam University of Engineering Science & Technology Nawabshah
2	B.A (Economics)	2 nd	2004	University of Sindh Jamshoro
3	H.S.C	B Grade	1999	B.I.S.E Hyderabad
4	S.S.C	B Grade	1997	B.I.S.E Hyderabad

IT Related Training:

- One year Diploma in Information Technology from (S.B.T.E)
- One Year Diploma in MS Word, Excel & Power Point, Fox Pro, C++ from (C.C.T.C)

Computer Literacy:

- Having Expertise in MS Office and compose urdu letters using Inpage software
- Having ability to develop software and games in C++ & Visual Basic
- Web surfing to keep myself in touch of latest up gradations in my specific field

Thesis / Project:

I Worked on **Designing, Planning & Optimization of Cellular Battery Phone Network** along with my group as thesis of my BS (CS) Degree.

General Interest:

- Constantly engaged in personal skill developing activities
- Reading books and newspapers
- Net surfing
- Sports

Languages:

Read

Write

Speak

- | | | | |
|-----------|-----------|-----------|-----------|
| ➤ English | Fair | Excellent | Fair |
| ➤ Urdu | Excellent | Excellent | Excellent |
| ➤ Sindhi | Fair | Fair | Fair |



Professional Experience:

Working with Ufone (Pak Telecom Pvt Ltd) as "U Shop Sales Officer" from 21st January 2019 to date at Nawabshah.

Worked with ATEC Solution (Pvt) Ltd (Valvoline Lubricant) as "Territory Sales Executive" from 22nd December 2016 to 31st December 2018 at Hyderabad Zone.



Responsibilities:

- ✓ To make plan achieve monthly target
- ✓ Stall activity twice in a month
- ✓ Analyze data of retailer for increasing sale
- ✓ Market survey regarding competitor activity
- ✓ Serviced cover (Hyderabad, Nawabshah, Moro, Sehwan)



Worked with Petromin Pakistan (Pvt) Ltd (Lubricant) as "Area Sales Executive" from 13th June 2016 to 31st December 2016 at Nawabshah.

Responsibilities:

- ✓ To make strategies for achieve monthly target
- ✓ Categories the data of retailer for achieving target
- ✓ Market Survey regarding competitor activity
- ✓ Territory visit (Nawabshah, Moro)



Worked with Ufone (U-Paisa) as "Area Retail Manager" from 10th September 2013 to 31st May 2015 at Nawabshah.

Responsibilities:

- ✓ To make plan achieve monthly target
- ✓ Analyze data of retailer for increasing sale specially Money Sending
- ✓ Advocacy & Educate to Sale team (Franchise Staff & Retail Sales Officer) new company policy and promos
- ✓ Market Survey regarding competitor activity
- ✓ DR Sending
- ✓ UBP
- ✓ Mobile Wallet Accounts
- ✓ Last Month Sending Target Achievement 107%
- ✓ Territory Covered (Nawabshah, Moro, Dadu, Shah Pur chakar)



Worked with Telenor Franchise as "Franchise Manager" from 1st April, 2013 to 9th September 2013 at Nawabshah.

Responsibilities:

- ✓ Make plan to achieve monthly target
- ✓ Distribute target between S&D & RSO's
- ✓ Reporting TSS & CSD through e-mail
- ✓ Analyze data of retailer for increasing sale
- ✓ Educate to Sale team new company policy and promos
- ✓ Market Survey regarding competitor activity
- ✓ FCA, Postpaid, Recharge, MNP, VAS
- ✓ DR Sending
- ✓ UBP
- ✓ Mobile Wallet Accounts



Working with UFONE as "Merchandising Audit Officer" from 1st September, 2009 to 31st March 2013 at Nawabshah.

Responsibilities:

- ✓ Daily Market Visit for Pasting Posters
- ✓ Daily audit of 40 shop regarding our products
- ✓ Daily sending merchandising & audit report to regional office
- ✓ Create new shop / outlets
- ✓ Stall activity



Worked with DADABHOY Insurance Company as "Accountant" from 1st May 2008 to 30th August 2008 at Head office Karachi.

Responsibilities:

- ✓ Prepare General Insurance Policies
- ✓ Prepare Petty Cash on daily basis
- ✓ Prepare ledger book manually as well as on the computer.
- ✓ Prepare commission for agent & franchise
- ✓ Prepare Salary Scroll on 25th of every month
- ✓ Handle all the bank related problem
- ✓ Prepare Balance Sheet
- ✓ Prepare Profit & Loss Statement
- ✓ Prepare Cash Flow Statement.



Worked with Engro Foods Limited as "Assistant Admin & Accounts Officer" From 1st August 2006 to 30th April 2008 at their area office Nawab Shah

Responsibilities:

- ✓ Record financial traction on daily basis, in computer (MS Excel).
- ✓ Record raw milk purchase on daily basis in MS Excel Sheets
- ✓ Record raw milk Purchase on daily basis in Oracle based software "Milk Collection System" MCS
- ✓ Prepare loss and gain report on daily basis
- ✓ Prepare monthly delivery schedule of commodities and vehicles for processors
- ✓ Maintain Daily Expense Sheet (DES)
- ✓ Prepare petty cash disbursed voucher (PCDV)
- ✓ Prepare Salary Scroll on 20th of every month



Worked with Global Telecom Pvt Ltd as "Accounts Officer" from September 2004 to April 2006, at their Nawabshah Branch.

Responsibilities:

- ✓ Record financial and cash traction on daily basis, both manually as well as in computer (MS Excel).
- ✓ Regularly update record of funds in bank and cash in hand
- ✓ Record Calling Card Sale on daily basis, both in MS Excel Sheets as well as in the Oracle based software "Electronic Management Information Report" EMIR
- ✓ Raise next month's requirement of funds on head office
- ✓ Prepare monthly Commission of Sales officer & Dealers
- ✓ Prepare monthly Combine Budget.
- ✓ Keep a record of payables and receivables
- ✓ Distribute salaries to staff and keep a record of it

Personal Details:

Fathers Name	:	Muhammad Hanif
Address	:	House # I-C-459, Near Abdul Qadir Park, Manuabad, Nawabshah
Cell	:	0330-5900131
E-mail	:	raorauf@hotmail.com
Marital Status	:	Married
Date of Birth	:	05 th January 1982
N.I.C #	:	45402-4512409-1

References:

Other references will provide on your requirement

حکومت پاکستان

قومی شناختی کارڈ

45402-4512409-1



Handwritten signature in black ink.

دستخط حامل کارڈ

محمد عبدالرؤف

ولد کا نام: محمد سعید

شناختی ادارت: ہرے پور علی

تاریخ پیدائش: 05/01/1982





شناختی نمبر: 1-4512409-45402 خاندان نمبر: OT1J7Q

موجودہ پتہ: مکان نمبر C-459، محلہ منوآباد نزد عبدالقادر پارک، نواب شاہ

43182382772 شناختی نمبر

مستقل پتہ: ایضاً

تاریخ اجراء: 06/01/2009 تاریخ ترمیم: 31/12/2022

گمشدہ کارڈ ملنے پر قریبی لیٹر بکس میں ڈال دیں



حکومت پاکستان

قومی شناختی کارڈ

45402-4512409-1



نام: عبدالرزاق

پیس: مع

پتہ: کلاں روڈ

علی ارشد حکیم

تاریخ پیدائش: 05/01/1982

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دستخط کارڈ

دستور: دستور جنرل

شناختی نمبر: 45402-4512409-1 قائدان نمبر: OT1J7Q

موجودہ پتہ: مکان نمبر 459-C، محلہ سنو آباد نزد عبد القادر پارک، نواب شاہ



مسکلت پتہ: ایضاً

تاریخ ترمیم: 31/12/2022 تاریخ اجراء: 06/01/2009

تعمیر شدہ کارڈ ہے۔ پر قریبی لیٹر بیس میں ڈال دیں

43182382772

