Abdul Moiz

Encouraging manager and analytical problem-solver with talents for team building, leading and motivating, as well as excellent customer relations apfitude and relationship-building skills. Proficient in using independent decision-making skills and sound judgment fo positively impact company success.

Contact

Phone
0311-1852152

Email
amkhatri89@gmail.com

Skills

- HTML & CSS
- Web design
- Web responsive
- Javascript
- Programming
- Front End Development

Language

English

Urdu

Links

- GitHub
- LInkedin
- Portfolio

Experience

2023- Present
Codsoft
FrontEnd Developer Intern
- Learning new things about developing in the supervision of seniors.
- Assignings tasks given with the help of HTML5, CSS3 and Javascript.

2019 - Present
Hanif Fabrics
Sole Proprietor
- Answered questions about store policies and addressed customer concerns.
- Greeted customers and helped with product questions, selections, and purchases.

2019 - 2019
UHY Hassan Naeem & Co
Junior Executive
- Interacted with customers under supervision to support operational objectives.
- Learned new materials, processes, and programs quickly.

2018 - 2019
Moin Traders
Accounts Assistant
- Processed payments and documents such as invoices, journal vouchers, employee reimbursements, and statements.
- Communicated regularly with customers regarding account questions and issues.

2016 - 2017
UK 300, Cargo Clearing & Forwarding Agent
Office Assistant
- Completed clerical tasks such as filing, copying, and distributing mail.
- Interacted with customers by phone, email, or in person fo provide information.

Education

2023 - Present
Saylani Mass IT Training Institiute
Web and Mobile App Development

2021 - 2022
Benazir Bhutto Shaheed University
Associate Degree in Accounting and Finance