



Taha Muhammad Jawed

📍 **Home :** B-3, Alrahim Apartment Gulshan Block 1 Karachi, 75950, Karachi, Pakistan

✉ **Email:** Tahamuhammadjawed@gmail.com ☎ **Phone:** (+92) 3453047552

Gender: Male **Date of birth:** 19/09/1990 **Nationality:** Pakistani

WORK EXPERIENCE

[02/04/2022 – Current]

Zonal Manager

Global Pharmaceutical

City: Karachi

Country: Pakistan

[02/10/2020 – 30/03/2022]

Senior Sales Promotional Officer

AGP Pvt Ltd

City: Karachi

Country: Pakistan

[02/05/2017 – 26/09/2020]

Sales Promotional Officer

Platinum Pharmaceutical (Pvt) Ltd.

Address: Karachi, Pakistan

City: Karachi

Country: Pakistan

[02/09/2015 – 31/03/2017]

Office Assistant Cum Account Assitant

The City School

Address: Karachi, Pakistan

[11/03/2014 – 29/08/2015]

Office Executive

ILI (International Language Center) Ocean Consultants

Address: Karachi, Pakistan

[02/02/2013 – 02/03/2014]

IT Operator

Chase Up Shopping City

Address: Karachi, Pakistan

EDUCATION AND TRAINING

[03/07/2018]

B.COM

University Of Karachi

Address: Karachi, Pakistan

LANGUAGE SKILLS

Mother tongue(s): Urdu

Other language(s): English

ORGANISATIONAL SKILLS

Organisational skills

- Leadership Qualities
- Hardworking
- Decision Maker
- Time Management
- Fast Learner

COMMUNICATION AND INTERPERSONAL SKILLS

Communication and interpersonal skills

Effective verbal & written communication skills

JOB-RELATED SKILLS

Job-related skills

- C.I.T (Certificate of Information Technology) Resolving software hardware issues.
- Proficiency in Ms Office Application