

CURRICULUM VITAE

Muhammad Atif

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CAREER OBJECTIVE

To pursue a career in a growing and dynamic organization, putting my all efforts and knowledge to the organization activities, thus rendering all possible services in my capacity to the organization to effectively contribute to the optimal growth of the organization.

PERSONAL INFORMATION

Father Name	Mohammad Naseem
Date of Birth	01-01-1992
Marital Status	Single
Gender	Male
Domicile	Sialkot (Punjab)
Religion	Islam
CNIC	34603-6140917-7
Citizenship	Pakistan
Address	Bounkan Road St# 6/A Pacca Garha, Sialkot

ACADEMIC EDUCATION

- ❖ Matriculation from Intermediate & Secondary Education Gujranwala.
- ❖ OSHA Safety Officer Diploma From Gujrat.
- ❖ Driving Course.
- ❖ Auto Cad diploma.

COMPUTER BASICS

- ❖ Microsoft Office 2007
 1. Microsoft Word
 2. Microsoft Excel
 3. Microsoft Power point
- ❖ Outlook & Emailing Etc.

PROFESSIONAL EXPERIENCE

- ❖ 2 Year Dar e Arqam school as a Administrator.
- ❖ Already working in B.Ali Impex as a Production Manager.

SPECIAL SKILLS

- ❖ Self-motivated, Creative, Adaptable.
- ❖ Punctual & Hardworking, Honest.
- ❖ Social, Reliable, Well-organized, Quick Observer.

QUALITIES

- ❖ Self-motivated
- ❖ Creative
- ❖ Adaptable
- ❖ Friendly
- ❖ Humble
- ❖ Social
- ❖ Quick Observer

HOBBIES

- ❖ Reading Books
- ❖ Watching T.V

REFERENCES

- ❖ Will be provide upon demand.