

Muhammad AYUB

Objective

I'm a motivated individual looking for a role where I can apply my skills and learn from others. I'm excited to grow and contribute in a supportive team.

Experience

MUHAMMAD SHAFI TANNERIES PVT LTD.

2023-2023

- Completed Internship At MST In The Accounts Department, Gaining Hands-On Experience In - -
- Managing Petty Cash.
- Proficient in organizing and filing invoices and bills to ensure smooth financial operations.
- Demonstrated strong skills in utilizing Excel for data entry.

AISHA TRADING PAKISTAN / AISHA TRADING LLC.

2023-2024

- Successfully Served As A Business Development Executive At AISHA TRADING, Specializing In - -
Japanese Car Exports And Serving As A Consultant For Japan Auctions
- Utilized Strong Communication And Negotiation Skills To Effectively Negotiate Deals And Secure - -
Favorable Terms With Clients
- Played a pivotal role in expanding market reach and fostering client relationships, resulting in -
increased sales revenue and customer satisfaction.

BANTVA HOSPITAL KHARADAR.

2024- Continue

- Assist with office tasks like maintaining records and ensuring smooth operations at the counter.
- Manage the front counter by greeting patients, handling inquiries, and processing appointments.

Education

INTERMEDIATE, BOARD OF INTERMEDIATE EDUCATION, KARACHI
FROM GOVT COLLEGE OF COMMERCE & ECONOMICS

Completed

DIPLOMA IN IT SOFTWARE ENG, (SEM 4)CONTINUE

FROM APTECH COMPUTER EDUCATION

HAFIZ E QURAN, DARS E NIZAMI (CONTINUE)

FROM TANZEEM UL MADARIS AHLESUNNAT, PAKISTAN

Skills

- REACTJS / FLUTTER / SQL DATABASE
- WEB & APP DEVELOPER
- OFFICE AUTOMATION

PERSONAL INFORMATION

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- DOB: 13/11/2004