

Mohib Ullah

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Speen Qaber P.O Bara Distt Khyber, Bara Khyber, Pakistan, 248 01

PROFESSIONAL SUMMARY

As a versatile professional, I bring a wealth of expertise in Microsoft Office Suite, including MS Word, MS Excel, and MS PowerPoint, complemented by proficiency in Windows and adept internet searching capabilities. My skills extend to design, efficient email composing, and seamless front-end development. With a keen eye for impactful presentations and precise documentation, I excel in diverse office tasks. Additionally, I have a proven track record in operating and maintaining production machinery, managing materials for batch production, and ensuring quality control. This combination of technical and operational skills positions me as a well-rounded professional ready to contribute effectively to diverse projects and teams.

WORK EXPERIENCE

Web Developer

Aug 2021 - May 2023

Muhammad Hayat • Peshawar

My expertise in diverse programming languages and commitment to staying abreast of industry trends enable me to translate innovative concepts into functional, high-performance websites, contributing to a dynamic and impactful online presence.

Computer Operator

Jan 2020 - Dec 2020

Muhammad Kareem • Bara Khyber, Pakistan

I served as a computer operator, handling tasks like designing, printing, Windows operation, software installations, and proficient use of Microsoft Office, internet searches, and email composition.

EDUCATION

Higher Secondary School Certificate

Jul 2018 - Sep 2021

Islamia Collage Peshawar • Peshawar, Pakistan

Secondary School Certificate

Apr 2016 - Jun 2018

Gul Public School and Collage • Bara Khyber

SKILLS

MS Word
MS Excel
MS PowerPoint
Window
Internet Searching
Email Composing
Designing
Printing
Front-End Development

PROFESSIONAL CREDENTIALS

- Certified Information Technologist (CIT) from MCI Institute
- Diploma in Information Technology from MCI Institute
- Website Development form PTCP Institute

AWARDS AND HONOURS

First Position Holder Award

2021

Recipient of the First Position Holder Award in DIT from MCI Institute, showcasing academic excellence and dedication to achieving top performance.