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**Curriculum Vitae**

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| **UMAIMA MALIK**  Muhammad Asif | 21 Flat Luxmi Chand Building Mir Ayub Khan Road Ramsuwami Karachi. |
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# OBJECTIVE:

To seek a challenging in a reputable and growing organization, where I am able to utilize my skills and abilities with an opportunity of growth, advancement and enhancement of my work knowledge & practical experience.

# ACADEMIC QUALIFICATION:

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| **Qualification** | **Institute** | **Year** | **Grade/GPS** |
| Bachelors of Business  Administration (BBA) | Sindh Madressatul Islam University | 2022 | 3.16 CGPA  5th Semester |
| Intermediate (Commerce) | From Karachi Board | 2019 | B Grade |
| Metric (Science) | Crescent Grammar School | 2013 | B Grade |

**EXPERIENCE:**

* FRESH

# PERSONAL PROFILE:

**FIELD(S) OF INTEREST:**

* + Human Resource Management (HRM)
  + Recruitment and Selection
  + Training & Development

# SKILLS & INTERESTS

* Ms. Office, document management active learning
* Teamwork, problem solving, leadership
* Oral & written communication, and flexibility & adaptability Reading
* Writing, drawing, Playing Video games, travelling

# REFERENCE:

* Will be furnished upon your request.