

Rumana KHALID

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OBJECTIVE

I would dedicate myself towards the achievement of company's objectives while being a part of it and would carry out my duties responsibility, while maintaining excellent interpersonal relationships with my fellow workers.

Degree	Board/University
Intermediate	Mirpur Board AJK.
Matriculation	Mirpur Board AJK.
IR	Woman university Bagh AJK. 5 th semester (in process)

DIPLOMA'S

- ❖ 6 month computer course from (Skill computer center Bagh AJK)

EXPERIENCE

- 3 moth teaching experience In Jenna School @ GOVT Girls Middle School Huller Syedan ..

Professional Skill/hobbies

- ❖ MS Office(Word, spread sheet,power point)
- ❖ Communication skill
- ❖ Problem solving
- ❖ Good in counseling