



RAHEEL NAZIR

S/O NAZIR AHMED

CONTACT ME

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Address: Ahmedabad stop,
Dhamial Camp Rawalpindi

PROFESSIONAL SKILLS

- HTML, CSS
- PHP
- Communication skills
- Sales experience

TECHNICAL SKILLS

- iOS Developer
- PHOTOSHOP
- ILLUSTRATOR
- MICROSOFT OFFICE
- WINDOWS

PERSONAL SKILLS

- CREATIVE
- HARDWORKING
- LEADERSHIP

LANGUAGES

- ENGLISH
- URDU

PROFILE STATEMENT

Being a committed team player, want to be part of a renowned organization, to work for an organization that provides me the opportunity to improve my skills and knowledge to grow along with the organization's objectives. Having devotion and dedication to work in a challenging atmosphere can communicate effectively with people from other cultures. I am currently exploring a job in a renowned organization leveraging my expertise and Knowledge.

WORK EXPERIENCE AND RESPONSIBILITIES

❖ Medical Billing

- Currently working as a AR Executive in Millennium Medical billing. (01-Aug-2023 still working).
- AR Associate accountable to manage day to day activities of Denials processing/Claims follow up.

❖ Contact Center

- Having 3 Years' Experience in PTCL CONTACT CENTER in info, Technical, Sales, Billing, and Retention SKILLS SET (28-oct-2020 to 01-June-2023).
- Sound Knowledge of copper, flash fiber Modem, and Smart TV configuration.
- Having strong interpersonal skills to quickly understand a caller's point of view.
- Play a key role in handling the call flows in peaks time and end as a closer.
- 6 months of experience in Prime BPO as a CSR in the Final Expense campaign. (01/02/2019–01/08/2019)

❖ GRAPHIC DESIGNER

- 6 Months internship in ByteTechSolutions (28-july-2022 to 9-Dec-2022)
- Played a key role to work in different projects to create elegantly, conceive designs, and increase the company's profit in a competitive market.

EDUCATION

❖ **BIIT PMAS ARID AGRICULTURE UNIVERSITY | BSIT) | RWP**

❖ **FSC (Pre Engineering) | AAPS & C RWP | FBISE**

❖ **MATRICULATION | AAPS & C RWP | FBISE**

❖ **BMIS | 6 MONTHS GRAPHIC DESIGNER COURSE.**