

GULSHAN NASREEN

OBJECTIVE

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

/ Seeking a challenging growth oriented position in a reputable and progressive academy that offers a challenging and dynamic environment, a stable career path and an opportunity to apply my qualification to the fullest and prove my skills.

- Nationality : Pakistani
- Religion : Islam
- Marital Status : Single
- E-mail Adress : gbaloch339@gmail.com
- Contact : +92 3047923657

QUALIFICATIONS

EXAM	BOARD
Matric	D.G Khan (2008)
D.Com	PBTE Lahore (2010)
B.Com	University Of Sargodha (2012)
B.Ed	G.C University Faisalabad (2014)
MCS	G.C University Faisalabad (2018)

EXPERIENCE

- ❖ 2 Years Working Experience as Computer Operator.
- ❖ 3 Years working Experience As a Admin Officer in Afro-Asian Institute, Lahore
- ❖ 2 Year working Experience as Admin Assistant
- ❖ 2 years Data Entry Experience.
- ❖ Resume Writing

SKILLS/HOBBIES

- ❖ M.S Office
- ❖ Books Reading
- ❖ Internet Searching
- ❖ E-mail Marketing
- ❖ Freelancing

- ❖ **Data entry**
 - ❖ **MS Word**
 - ❖ **SEO**
 - ❖ **Social Media Marketing**
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