

Muhammad Sameed Shah



Summery

Detail-oriented and motivated college learner with strong computer skills and experience in Computer Documentation Services. Proficient in various computer applications and software, including MS Word, MS Excel, Adobe Photoshop, Inpage. Dedicated to producing high-quality work and committed to continuously improving skills and knowledge. Seeking opportunities to leverage skills and experience in a dynamic and challenging work environment.

Contact

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Highlights

- Proficient in MS Office, Adobe Photoshop and Inpage.
- Urdu and English Typing with 50 WPM
- HTML, CSS and JavaScript
- Basic Python and C++.
- Next JS, Tailwind CSS (Continue)

Education

DAE in Computer Information Technology, Currently Pursuing:
Memon Industrial and Technical Institute, Karachi

Matriculation: Science
Board of Secondary Education, Karachi

Certified Web 3.0 and Metaverse Development, Currently Pursuing:
Panaverse DAO.

Experience

COMPUTER OPERATOR – 07/2021 to 05/2022
W.S ASSOCIATES, KARACHI

- Working with Legal Documents.
- Typing of All types of Agreements, Undertakings, Affidavits.

COMPUTER OPERATOR - 07/2022 to Present
DMS GRAPHICS, Korangi Civic Center, Karachi

- Working as a Legal Advisor.
- Working With Various Application Software like MS Office, Adobe Photoshop and Inpage.
- All Types of Urdu and English Typing as Client Needs.

Personal Information

- Father's Name: Muhammad Hafeez
- CNIC No. : 42201-4768138-9
- Nationality : Pakistani
- Domicile / PRC: Karachi (Sindh)