

# ZIJA YASEEN

## PERSNOAL INFORMATION

- FATHER NAME: M. YASEEN
- DATE OF BIRTH: 15-07-2005
- MARTIAL STATUS: SINGLE
- CNIC: 42201-2303944-4

### ADDRESS:

HOUSE NO N 358 SECTOR 35 A,  
GULSHAN-E- MUHAMMADI KORANGI  
NO 3 KARACHI

### PHONE:

+92-316-0426977

### EMAIL ADDRESS:

[Zijayaseen15@gmail.com](mailto:Zijayaseen15@gmail.com)

### ADDITIONAL SKILL:

- OUTLOOK
- MS OFFICE
- HTML-5
- CSS
- JAVASCRIPT
- TYPESCRIPT

## PROFESSIONAL SUMMARY

TO WORK IN A CHALLENGING ENVIRONMENT WITH OPPORTUNITIES FOR CAREER DEVELOPMENT BASED ON CREATIVE SKILLS AND ACHIVEMENTS.I TRY TO LIVE UP TO THE PRESSURE OF THE OCCASION, MAKING SURE TO MEET DEADLINES AND TARGETS, WHICH I HAVE SET FOR MYSELF. I AM A CONSCIENTIOUS HIGHLY MOTIVATED PERSON AND HAVE THE NATURAL ABILITY TO ADAPT TO ALL ENVIRONMENTS.BY WORKING FOR YOUR ORGANIZATION. I CAN EXPEND MY SKILLS AND MAKE A VALUABLE CONTRIBUTION.TO UTILIZE MY SKILLS MORE EFFECTIVELY, ACCEPT CHALLENGES, AND DELIVER QUALITY OF WORK WITH AN ORGANIZATION. A RESPONSIBLE AND CHALLENGING POSITION THAT WILL ENHANCE MY EXPERIENCE AND EDUCATION.

## WORK EXPERIENCE:

### TECNO ELECTRONIC COMPANY,

- 4-month experience

## EDUCATION:

### BECHELOR CONTINUE

### INTERMEDIATE

- FROM BOARD OF INTERMEDIATE EDUCATION, KARACHI.

### MATRICULATION

- FROM BOARD OF INTERMEDIATE EDUCATION, KARACHI.

## TECHNICAL EDUCATION:

- 1 YEAR DIPLOMA IN SECRETARIAL MANAGEMENT G\_3.
- 6 MONTH COURSE IN WEB DEVELOPMENT.

## LANGUAGES:

- ENGLISH
- URDU

## REFERENCES:

- AVAILABLE ONLY UPON REQUEST