|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Muhammad Azeem Anwar** | |  | azeemkhaan12343@gmail.com | : | Image result for message Phone Location Calendar Logo png |
|  | |  | +92 3004654143 | : | Image result for message Phone Location Calendar Logo png |
|  |  |  | Lahore, Pakistan | : | Image result for Location Logo png |
|  |  |  | 26-Jun-1983 | : | Image result for calendar birth Logo png |
|

I am a post graduate with up to 17-year experience in banking in my home country. I want to become a part of the organization where I can perform challenging tasks by utilizing my knowledge supported by my qualification and work for the growth of the organization by meeting short term day to day goals which lead to long term goals.

**Skills & Areas of Expertise:**

|  |  |
| --- | --- |
| * Excellent Communication skills * Focused & Target Oriented Approach * Ability to Produce Results * Proclivity to Work in Team & Manage Workload Efficiently. * Light and Heavy Transport Vehicle Driver | * Ability to Use Positive Language * Taking Responsibility. * Computer Applications * Self-Control * Taking Responsibility |

**Work Experience**

|  |  |
| --- | --- |
| **Organization :** | **City Traffic Police Lahore, Pakistan** |
| Organization Type : | Government |
| Designation : | **Traffic Warden(Sub Inspector)** |
| Tenure : | 28 July 2006 to till date |
| Location : | Lahore, Pakistan |
| Brief Job Description (13 years field posting) : | * Traffic Law enforcement. * Traffic control and patrolling duties. * VVIP/VIP route duties. * Security Duties. * Reporting of accidents and incidents to seniors. * Carry out special assignment as when required. * Driving vehicles. |
|  |  |
| Brief Job Description (4 years posting as Incharge IT Section, dealing with Driving License Information Management System ) : | * Supervision of Driving License Information Management System. * Login creation and login locking. * Reporting of abnormalities to the seniors. * Troubleshooting of the database minor problems. * Provision of record to different departmental branches * Correspondence with other departments. * Resolution of driving license queries. * Removal of errors. * Public Dealing. |

**Professional Certification & Academic Education**

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| --- | --- | --- | --- | --- | --- |
|  | **Degree** | Institution / University | **Specialization / Major** | **Passing Year** | |
|  | MSc(IT) | Virtual University of Pakistan | Information Technology | | 2015 |

**Computer Skills and Other Abilities**

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| --- | --- | --- | --- |
| **Sr.** | **Skills & Abilities** | **Proficiency Level** | **Last Used / Practiced** |
| 1 | MS Office | Above Average | Currently Using |
| 2 | Networking | Above Average | Currently Using |
| 3 | HTML,CSS,BOOTSTRAP,JAVASCRIPT | Above Average | Currently Using |
| 4 | Light and Heavy Transport Vehicle Driving | Proficient | Currently Using |

**References**

Reference will be furnished on demand