



Sabawon Baborzai

Nationality: Afghan **Date of birth:** 30/03/2001 **Gender:** Male

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Home: house 8th Street 5th zone 4th , 2601 Jalalabad (Afghanistan)

WORK EXPERIENCE

Finance Assistant Manager

Tolo Safi Construction Company [04/03/2023 – Current]

City: Jalalabad | Country: Afghanistan

1. Financial reporting
2. Budget management
3. Accounts management
4. Financial analysis
5. Internal controls
6. Audit support
7. Payroll administration
8. Tax compliance
9. Financial systems management
10. Team supervision and training
11. Cash flow management
12. Strategic planning support
13. Stakeholder communication
14. Regulatory compliance
15. Expense management

EDUCATION AND TRAINING

Bachelor of Business Administration

Nangarhar University [17/08/2019 – 19/09/2023]

City: Jalalabad | Country: Afghanistan | Website: <https://nu.edu.af/en>

High School

Qara wal Shuorting High School [07/03/2007 – 15/03/2019]

City: Kunduz | Country: Afghanistan

LANGUAGE SKILLS

Mother tongue(s): Pashto

Other language(s):

English

LISTENING C1 READING C1 WRITING C1

SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1

Persian

LISTENING C1 READING C1 WRITING C1

SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Microsoft Office / Microsoft Excel

COMMUNICATION AND INTERPERSONAL SKILLS

Public Speaker

Motivational Speaker

MANAGEMENT AND LEADERSHIP SKILLS

Time Management

Team Management

Conflict Management

RECOMMENDATIONS

Name: Prof Rahim Barakzai | Assistant Professor at Nangarhar University

I have known them for several years.

he is wonderful in learning and working with Team

I strongly recommend him for a master's degree.

Email: ramishbarekzai7@gmail.com | Phone number: (+93) 0785757295

Name: Abdul Qader Jalili | Assistant Professor at Nangarhar University

I have known them for several years.

he is wonderful in learning and working with Team

I strongly recommend him for a master's degree.

Email: Abdulqaderjalili2023@gmail.com | Phone number: (+93) 0784003590