

ABOUT ME

Dedicated and hardworking B.Com graduate with a strong foundation in accounting, finance, and business management. Skilled in handling records, maintaining accuracy, and supporting organizational operations to apply knowledge in a professional environment and contribute to business growth.


CONTACT


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0324-6626072
www.example.com

Lahore city,



EDUCATION

 **SAMANABAD COLLAGE
LAHORE**
l.com
2018-2020

 **LAHORE WOMAN UNVIERSITY
LAHORE.**
B.com
2021-2025

MARYAM SARFRAZ

JUNIOR ACCOUNTANT

OBJECTIVE

As a B.Com graduate, I aim to start my career in a professional organization where I can apply my knowledge of accounting, finance, and business management. I am eager to learn, gain practical experience, and contribute to the growth and success of the company while developing my own skills.

EXPERIENCE

INTERSHIP

Statistics Bureau Company – Intern (3 Months)

Assisted in data entry, analysis, and record management. Supported the team in preparing statistical reports, maintaining accuracy, and handling official documentation. Gained practical knowledge of business operations and improved analytical and communication skills.

TEACHING AT HOME

2022-2025

Home Tutor – (3 Years)

Provided personalized tutoring to students in commerce and general subjects. Helped improve academic performance, built strong study habits, and supported students in understanding key concepts with patience and clarity.

SKILLS

<div><div></div></div>	Marketing
<div><div></div></div>	Social Media Management
<div><div></div></div>	Accounting
<div><div></div></div>	MS office(word,excel,powerpoint)