*CURRICLUM VITAE*

# Syed Sajid Ali

Alfalah Society, Shah Faisal Colony,

Karachi -Pakistan

## OBJECTIVE

I have always been appreciated for my dedication, hard work positive & valuable contribution towards teamwork. On the path of my career growth I am now looking for a challenging position in a sizeable company or any organization with large Infrastructure.

### PERSONAL INFORMATION

Father’s Name : Syed Liaquat Ali

Date of Birth : 03rd March

Place of Birth : Karachi

PAKISTAN N.I.C. # : 42201-4590242-5

Height : 5.6”

Religion : Islam

Nationality : Pakistani

Passport # : YY1792422

Whatsapp Cell # : +923322232706

Email # : syedsajidali097@gmail.com

## Education

* Matric from COD Public School.
* Graduation B.com from Karachi University

## EXPERIENCE IN PAKISTAN

* 8 Years’ experience as **Photo Editing & Document Controller** at **786 Computer House, Karachi Pakistan.**
* 2 years’ experience as a **Computer Data Entry** from **World Health Organization** (Karachi Office).

## EXPERIENCE IN SAUDI ARABIA

* 2 years experience as a **Maintenance Controller (Data Entry/Documents)** at **Jeddah Cable Company Ltd, Saudi Arabia.**
* 1 year experience as a “**Data Entry Clerk”** at **Aramex Courier, Riyadh Saudi Arabia**.

## EXPERIENCE IN DUBAI

* 1 year experience as a “**Assistant Accountant**” at WBO General Trading Company in Dubai from 1 feb 2017 to Jan 2018.
* 10 months experience as a “**Assistant Accountant** “at Star Plus Transport Busses L.L.C from march 2019 to Dec 2019.

**WORKING SKILLS**

* + **Photo Retouching**
  + **Photo Editing**
  + **Removing Photo Background (HQ)**
  + **Payment Voucher Creating**
  + **Receiving Voucher Creating**
  + **Slips Maintain Voucher Number**
  + **Daily, 15 days, Monthly Data Sheet Creating**
  + **Document Data Transfer**
  + **Document File Manage**
  + **Internet Data Search**
  + **Internet Email**

## OTHER ACTIVITIES

* Internet Browsing.
* Reading Books, Newspapers

In view of my above noted particulars I hope that you would consider my application favourable and give me a chance to serve in your esteemed organization. I assure you, if a chance is given to me I would prove myself worthy for the post with my hard work, honesty, regularity and keen devotion.