



Kanwal Saeed

Full Stack Developer | Accountant

0323-2194485
kanwalchuhan122@gmail.com
www.kanwalsaeed.thespabank.com
Nazimabad no-2
Karachi - Pakistan.

ABOUT ME

Your informed that, I'm Kanwal I've some experience my first experience has as a teacher in Radiant Public school and my second experience has as a Sales Executive in Maritime shipping International, after that I move on at Soneri Bank Limited. and I have also experience as a Office Assistant at Eastern Enterprises. To join a highly esteemed bank, which offers career growth in an excellent working environment, where I can flourish my abilities. I look forward receive an encouraging response soon.

CERTIFICATE OF ACHIEVEMENT

Certificate of
Web Designing And Engineering
Institute Of Business Admissions (IBA)
Government of Pakistan NAVTTC
Karachi, Sindh, Pakistan.
2020 - 2021

Certificate of
Service Transformation
Transformers
Karachi, Sindh, Pakistan.
Dec 2013

Certificate of
Trainee Cash Officer Program 2012
Soneri Bank Limited
Karachi, Sindh, Pakistan.
Jul 2012

LANGUAGES

English
Urdu
Punjabi

WORK HISTORY

Freelancer

Fiverr and Upwork Freelancers (Buyers and Sellers)

Nov 2017 - Present
Full Stack Developer.
Accountant
Content Writing

Office Account Executive

Eastern Enterprises

Nov 2016 - Mar 2017
Responsible for all sales activities in the area, from lead generation to closing. Works closely with sales and support teams to foster high customer satisfaction and generate profit. Prepare Petty Cash, Organise all files, Prepare documents and emails, Conduct research work, Handle Letter of credit matters, with customers, suppliers and their banks, Bank and vendor Reconciliation.
Karachi, Sindh, Pakistan

Teller Cash Officer

Soneri Bank Limited

Jul 2012 - Mar 2014
Karachi, Sindh, Pakistan.

Sales Executive

Maritime Shipping International

Jul 2009 - Mar 2010
Karachi, Sindh, Pakistan.

EDUCATIONAL BACKGROUND

Karachi University
Bachelor's Degree in Commerce,
B.Com
Karachi, Sindh, Pakistan
2013

Institute Of Business Admissions (IBA)
Government of Pakistan NAVTTC
Web Designing And Engineering
Karachi, Sindh, Pakistan
2013

SKILLS & PROFICIENCIES

- Core Php
- Mysql
- Laravel
- HTML CSS
- Bootstrap
- Java Script
- JQuery
- WordPress
- Word
- Power Point
- Excel
- Adobe Photoshop
- Book Keeping
- Account Handler
- Petty Cash Management
- Bank Reconciliation
- Credior Reconciliation

REFERENCE

Will be made available on request.

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