


Shaamir Hafeez

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Summary

Excited about the opportunity to work with a dynamic and efficient company. Dedicated HR assistant hoping to use strong organizational skills and knowledge of HR software to advance career in a new role. HR professional with three years of experience using HR technology and software to achieve goals

Education



University of Sindh

Bachelor of Business Administration - BBA, Human Resources Management/
Personnel Administration, General

Jan 2019 - Jan 2023

Major Subjects:

Human Resources

Recruitment

Personal Management



New Vision High School

FSC, Pre-Engineering

May 2016 - Apr 2018

Major Subject:

Math

Physics

Chemistry

Licenses & Certifications



Human resources management - Great Learning

HRM

Skills

Microsoft Excel • Training & Development • Employee Engagement • selection • Recruiting •
Strategic Human Resource Planning • Performance Management • Problem Solving • HR Management
• Customer Service