



Syeda Sumbal Wakeel

Mature and stable personality, good interpersonal relations, good communication and coordination skills, strong sense of responsibility, good team spirit, not afraid of difficulties, dare to meet challenges, for new things to accept the ability to be strong, life and work attitude positive, hope to improve their own continuous progress.

Cell:03332466558 Add: Flat no D524, muneer apartment, gulistan e jouhar block 18 Khi

DOB:27-12-1993 CNIC: 42401-1745924-2 Father's Name: Wakeel Hussain

Religion: Islam Nationality: Pakistani Marital Status: Single

Skills

Analytical thinking, planning
Strong Communication,
Tolerant and Flexible
Prioritization Problem
Solving, Customer Service
Skills, Work under Pressure

Interests

Working within conducive
environment providing equal
opportunity to flourish and to
become a contributing part for the
organization.

Education

Matric (Science) 2009
Intermediate (Commerce) 2013
Graduation (BBA) AIOU

Work Experience

Teaching Experience:

Pioneer Grammar Secondary School
Duration: March 2010 to February 2012

Office Assistant:

Power Express Company
Duration: April 2012 to July 2013

Health Care Coordinator:

The Indus Hospital
Duration: December 2015 to June 2019

Accountant:

Amraj Builders & Developers
Duration: December 2019 to January 2021

Accounts Executive:

Servo tech Shipping LLC
During Feb 2021 to till date

Other Experiences:

M.S. Office, Multimedia, Internet Literate

Career Objectives

Seeking a career with a progressive organization where an education background and experiences can be efficiently utilized and my abilities can be personal and professional growth.