

Junaid Ahmed

S/O Muhammad Younas

Address: House no 305 Tanoli chowk sector 2 Khalabat Town Ship,

K.P.K Haripur, Pakistan.

Haripur [phone no: 03318828587/ 03499128689]

Email: junaid.ahmed7563@gmail.com

Professional summary

Service-oriented computer operator with 3 year background in tough competition environment. Core competencies include instruction, maintenance and gaming as well as excellent communication and time management skills. Handles task with accuracy and efficiency.

Experience

Computer Supervisor and technical expert:

Lead institute of Computer sciences – Haripur K.P.K

Teaching and operating of computer systems and basic computer courses supervision to operate new software and MS office technology and implementation training and assistance of staff with the usage of computers give direction on usage of handheld devices. Maintenance of websites as well HTML and java script

Computer Operational Manager and Admin:

Universal public school and college Haripur K.P.K Pakistan

Use computer for various application such as database management and MS office.

Create maintain enter data and information into database. Composing and maintenance of computer's software and hardware

Content Writer And Media executive:

Quality Resource Company Islamabad Pakistan:

Article, post writing and posting, updating news, views, ideas and opinions on social media worked as a media executive and content writer for the posts in Quality resource Company Islamabad Pakistan.

Education

Matriculation:

Universal Public School – Haripur K.P.K

Chemistry physics and Mathematics

Intermediate:

Merit Schooling System and Collage Haripur – K.P.K

Pre Engineering

Bachelors of Science University of Haripur – K.P.K

BS hons Information technology from university of Haripur

Specialising in Software engineer .

One Year Basic Computer Course lead Institute Of Computer Sciences - K.P.K Haripur

Learned basics of Computer technology and software and hardware maintenance and technical skills tool fixing and troubleshooting.

Skill

Computer Software and Hardwar
Content writing Lab Technician Computer Operating
Languages (English, Urdu, Punjabi, Pashto, Hindko)

MS word MS PowerPoint MS Excel
HTML CSS,Basic android development
Cricket Football Volleyball

