

Ahmad Hassan

Care of Shan e Mustafa Cloth House, Shah Surkha Road, Jaman Shah, Post Office Jaman Shah Tehsil and District Layyah, Punjab, Pakistan.
Contact: (+92-305-5956575)



CAREER OBJECTIVES:

To work in an environment where my capabilities, professional experience, academic knowledge and relevant experience can utilize for maximum output. Achieve set objective of my own and those of the institution. I like to work in an atmosphere where my superiors appreciate my work and I shall be appropriately rewarded.

PERSONAL INFORMATION:

| | |
|-----------------------|------------------------|
| • Father' Name: | Muhammad Saleem Akhtar |
| • Birth Date: | 20-04-1998 |
| • CNIC #: | 32203-3587695-9 |
| • Gender: | Male |
| • Nationality: | Pakistani |
| • Residence Location: | Punjab(Layyah) |
| • Domicile | Punjab(Layyah) |
| • Marital Status: | Single |

ACADEMIC QUALIFICATION:

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|------|---|
| 2018 | Diploma of Associate Engineer (Mechanical)) Punjab Board of Technical Education, Lahore, Pakistan Marks: 2763/3450 Percentage: 81% |
| 2015 | SECONDARY SCHOOL CERTIFICATE Board of Intermediate and Secondary Education D.G. Khan Marks: 748/1100 Percentage: 68% |

PROFESSIONAL QUALIFICATION:

2017

Certificate of Computer Application (CCA))

Punjab Vocational Training Council Lahore, Pakistan

Duration: 3 Months Percentage: 66%

COMPUTER EXPERIENCE:

Extensive skills and practical experience of working are as under,

- Microsoft Office
- Knowledge of disk operating system.
- Solution of basic computer hardware troubleshooting.
- Software installation.
- Networking, Web searching, online database & Presentation.
- Computer course in process(C.C.A)

EXTRA CURRICULAR ACTIVITIES & INTERESTS:

- Aware of Technical writing like memos, reports abstracts letter etc.
- Have an aptitude in event management & have organized/managed events at College/University levels
- Net Surfing, Books Reading
- Good team leader qualities, work as an individual with sole responsibilities

LANGUAGES SKILL

| READING | WRITING | SPEAKING |
|---------|---------|----------|
| English | English | English |
| Urdu | Urdu | Urdu |
| Punjabi | Punjabi | Punjabi |
| Seraiki | Seraiki | Seraiki |

REFERENCES:

- Will be provided on demand