

Payab Zeb

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Contact # 03340051464

Gender: Female

Date of Birth: February 10, 1997

Nationality: Pakistani

Domicile: Abbottabad

CAREER OBJECTIVE

Seeking a challenging career in a progressive organization that provides an opportunity to capitalize my technical skills & abilities.

EXPERIENCE

Work as admin Officer at **The Urban Public School & College Mandian, Abbottabad.**

- Admin Operating Software
- MS Word & Excel

Worked as an internee at **Pakistan Telecommunication Company Limited (PTCL), HTR, Abbottabad** w.e.f January 23, 2018 to March 6, 2018.

- Switching Operations
 - Transport Network
 - Business Operations
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TECHNICAL SKILLS

- Programming (Arduino ,C++, Visual Basic)
 - Microsoft Office (MS Word, Excel, PowerPoint, Internet)
 - Software (PSpice ,MATLAB, Arduino ,Proteus, CST Studio Suite, PLC)
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PERSONAL SKILLS

- Excellent written and verbal communication skills
 - Highly organized and efficient
 - Ability to work independently or as part of a team
 - Proven leadership skills and ability to motivate
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EDUCATION

- **Bachelor of Electronics Engineering (2014 – 2018)**
University of Engineering and Technology, Peshawar.
 - **HSSC Pre Engineering (2012-2014)**
Board of Intermediate and Secondary Education, Abbottabad.
 - **SSC (2010-2012)**
Board of Intermediate and Secondary Education, Abbottabad.
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EXTRA COURSE:

EIOSH Health, Safety & Environment (2016) certificated by **EIOSH** Training and Consultancy Pvt Ltd.

- Basic H₂S Awareness & Breathing Apparatus Training
 - Health & Hygiene
 - Basic Fire Fighting
 - Basic First Aid, CPR
 - Permit to Work
 - Confine Space
 - LOTO (Lockout Tagout)
 - Work at Height
 - PPE (Personal Protective Equipment)
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CERTIFICATES (1 CPD)

- ❖ Issues Regarding electric Power Distribution System In Pakistan (Dec 20,2014)
 - ❖ Renewable Energy Resources And Their Applications (April 18,2015)
 - ❖ Fundamentals Of High Voltages Ac And Dc Transmission (July 9,2015)
 - ❖ Online Freelancing Opportunities (Nov 17,2015)
 - ❖ Outcome Based Education System And Responsible Conduct Of Research (Nov18,2015)
 - ❖ Scholarly Communication: Form Understanding To Participation (March 31,2016)
 - ❖ Effectuated Team Working And Leadership Skills (May 26, 2017)
 - ❖ Introduction To MATLAB Programming (May 29,2017)
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PARTICIPATION:

- Winner at Provincial Finals in **National Youth Carnival (NYC)** Mega Challenge ,2017
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REFERENCES

Engr.Umair Hamayun
ABM Central Abbottabad
Email: umair.hamayun@ptcl.net.pk
Contact# 03219802611

Engr. Wajid Mehmood
Assistant Professor at UET (Electronics Department).
Email: wajid.mehmood@gmail.com
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Engr.Yasir Malik
Professor at UET (Electronics Department).
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