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| pp copy**ADIL HUSSAIN** |
| Cell No. +923125071452  E-Mail: [adilhussain3229@gmail.com](mailto:adilhussain3229@gmail.com) |
| **KEY OBJECTIVE:**  I want to be part of an organization that appreciates hard work and guides to a new high position. I have the confidence and enthusiasm in working as a team and organization goals. A challenging position utilizing my proven abilities developed through education. |
| **PROFESSIONAL EXPERIENCE:**  [August, 2016 to-date]   * **OFFICE OF THE Deputy COMMISSIONER RAWALPINDI** * Working as a Computer Operator in General Branch * Official correspondence including drafting, noting, minutes, etc. * Checking mails, fax, etc. * Filling work |
| **ACADEMIC QUALIFICATION:**   * **Bachelor of Arts (Mass Communication)**   2017 – AIOU, Islamabad.   * **Diploma in Associate Engineering (Civil)**   2012 – Rawalpindi Polytechnic Institute, Rawalpindi.   * **Secondary School Certificate (Science)**   2009 – FBISE, Islamabad. |
| **DIPLOMA / CERTIFICATES:**   * **3-Months Auto Cad (Civil)**   Super Tech Institute of Computer Sciences, Rawalpindi   * **6-Months fundamentals of information Technology**   STS Vocational Training Institute, Gujar Khan |
| **PROFESSIONAL SKILLS:**   * Windows XP, Vista, 7 * Microsoft Office (Professional) includes MS-Word * E-mail & Internet * Knowledge of Hardware i.e. assembling & installation * Auto Cad |
| **INTERESTS:**   * Book Reading * Travelling * Internet |
| **LANGUAGES:**   * English written fluently speak very well * Urdu written fluently speak very fluently * Punjabi -- speak very fluently |
| **PERSONAL INFORMATION:**   * Father’s Name : Safdar Hussain * Date of Birth : 4th June, 1992 * CNIC # : 37405-2533095-1 * Domicile : Rawalpindi (Punjab) * Driving License : LTV + M/Cycle (Rawalpindi) * Marital Status : Married * Religion : Islam * Nationality : Pakistani * Postal Address : House No.115, Gulistan Colony, Lane No.03,   Ayub National Park Road, Rawalpindi. |
| **REFERENCE:**   * Will be furnished on demand |