Fahad Khan

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🔗 *https://github.com/oniChan1226?tab=repositories*

📍 *Lahore, Punjab, Pakistan*

SKILLS

- **Customer Dealing skills**
- **Communication skills**
- **C++, SQL**
- **HTML, CSS, JAVASCRIPT**
- **Computer Skills**
- **Data Entry**
- **Fluency in English**
- **Multi-Tasking**
- **Presentation Skills**
- **Adaptability**
- **Customer Support**
- **Time Management**

LANGUAGES

- **English**
- **Urdu**
- **Punjabi**

INTERESTS

- **Programming**
- **Video Games**
- **Movies**
- **Web Development**
- **Fitness**

SUMMARY

Highly motivated and accomplished professional with a diverse skill set and a proven track record of success. Possessing strong communication and interpersonal skills, I excel in building and maintaining positive relationships with colleagues, clients, and stakeholders. With a keen eye for detail and a passion for problem-solving, I consistently deliver exceptional results in fast-paced and challenging environments. Experienced in project management, strategic planning, and team leadership, I thrive in collaborative settings and excel at driving projects to completion. Adaptable and resourceful, I am eager to contribute my expertise to help organizations achieve their goals and exceed expectations.

Computer Skills

My Experience (C++)

Object Oriented Programming

- Maintaining and readability of the code increases and reusability of the code becomes easy and understandable for future alteration.
- Solid understanding of classes, objects, and their interactions as the fundamental building blocks of object-oriented systems.
- Experienced in creating inheritance hierarchies to establish relationships between classes, facilitating code organization and enhancing code reuse learned thorough assignments and online platforms like **LeetCode** etc.

Data Structures & Algorithms

- Proficient in implementing various data structures and algorithms in **C++** to solve complex problems efficiently.
- Strong understanding of fundamental data structures, including **arrays, linked lists, stacks, queues, trees, and graphs**, along with their associated operations and time complexities.
- Deep knowledge and understanding of *linked list and Trees*, implemented for different assignments codes and online platforms as well.
- Understanding of different types of Sorting Algorithms like **Merge Sort, Quick Sort, Binary Search, Bubble Sort** etc.
- Knowledge of where and what type of sorting algorithm to implement for fast sorting *(less Time Complexity).*

Front End Web Development

In a learning process from online platforms

- Limited knowledge of **HTML & CSS** to make fascinating websites while maintaining reload time, blending of cascade style sheet styling with the site and target links.
- *https://github.com/oniChan1226?tab=repositories*

EXPERIENCE

Data Entry Operator

Digitech Outsourcing Solutions, PK

8 Months of Work Experience

- Proficient in performing accurate and efficient data entry tasks, ensuring the integrity and completeness of data.
- Skilled in actively listening to customers' needs and concerns, empathizing with their situations, and providing appropriate solutions or guidance.
- Skilled in interpreting and organizing large volumes of data, implementing efficient data entry strategies to streamline processes.

Customer Support Representative

Digitech Outsourcing Solutions, PK

1 Year of Work Experience

- Extensive experience in providing exceptional customer support through various channels including phone, email, and live chat, ensuring customer satisfaction and resolving inquiries in a timely and professional manner.
- Skilled in actively listening to customers' needs and concerns, empathizing with their situations, and providing appropriate solutions or guidance.
- Demonstrated ability to handle difficult or irate customers with patience and professionalism, deescalating tense situations and turning them into positive experiences.

EDUCATION

Bachelors in Computer Science(on-going)

University of Punjab, Lahore, Pakistan

FSC Pre-Engineering

The Punjab College, Lahore, Pakistan

Matric in Computer Science

The Punjab School, Lahore, Pakistan

REFERENCES

Will be furnished on demand.