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**CONTACT**

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📞 0314-2348854 or  
0335-3111002

📍 Mukkaram Square near  
main garden zoo, Karachi

### **TECHNICAL SKILLS**

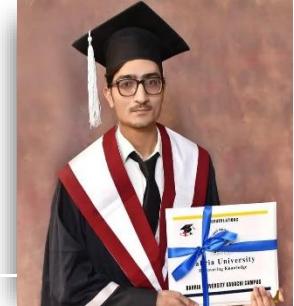
Microsoft Office	●●●●
Catalyst	●●●●
Power BI	●●●●○
Website Developer	●●●●○

### **SOFT SKILLS**

- ✓ Time management
- ✓ Critical thinking
- ✓ Can work under pressure
- ✓ Leadership skills
- ✓ Efficient management of available resources
- ✓ Good Mathematical skills
- ✓ Problem Solving Ability

# USAMA RAJA

## Profile



A hardworking, dedicated and work oriented individual who wants to pursue his field of Accounting and wants to work in the Accounts and Finance department to attain Accounting skills and enhance his learning by gaining an experience in the Accounting and Finance sector.

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## Personal Information:

Name:	Usama Raja
Father Name:	Muhammad Arif
CNIC:	42201-1735872-7
Date of Birth:	02-10-1999
Gender:	Male
Religion:	Islam

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## Education:

Bahria  
University  
Karachi  
Campus

### **BACHELORS IN ACCOUNTING & FINANCE**

Graduated from BUKC in 2022

Tabani's  
College

### **INTERMEDIATE IN COMMERCE**

Intermediate from Tabani's College in 2017

Iqra Huffaz  
Boys  
Secondary  
School

### **MATRICULATION**

Matriculation from Iqra Huffaz Boys Secondary School in 2014

## **Experience:**

### **1. KHYBER GALVANIZING**

15<sup>th</sup> Aug, 2021 – 27<sup>th</sup> Sept, 2021

- Internship from KG (finance Internee)

### **2. TELIS EXPRESS**

Join 22<sup>nd</sup> Aug, 2022 – 31<sup>st</sup> Dec, 2022

- Create Invoices
- Party/Supplier Reconciliation
- Create Payment and Received Voucher
- Create Journal Voucher

### **3. AL-Khandwani**

Join 10 Jan, 2023 – 30th April, 2023

- Create Voucher Maintaining
- Company Reconciliation
- Customer Records
- Create Payment and Received Voucher
- Create Journal Voucher

### **4. Dhoraji Association (Junior Accountant)**

Join 15 May, 2023 – Current

- Bank Reconciliation
- Maintain Daily Cash Posting
- Create Bank Voucher
- Create Cash Voucher
- Create Journal Voucher
- Maintaining Voucher File
- Maintain All Party Ledger

**Linkedin link:** <https://www.linkedin.com/in/usama-raja-a6a288348/>

**GitHub link:** <https://github.com/usamaraja1998>