



# H. MUHAMMAD AHMAD

ISLAMIC SCHOLAR, HAFIZ & QARI OF THE HOLY QURAN  
TRANSLATOR ENGLISH TO ARABIC & URDU  
CISCO CERTIFIED, I.T SOLUTION EXPERT

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CNIC: 35102-4270081-1

## COMPUTER SKILLS

- CCNA International Certificate from Corvit College Lahore
- CCNA Security International Certificate from Corvit College Lahore
- MS Word, MS Excel, MS Power point and computer assembling from IBL College Lahore.
- Computer basic Information from Jamia Asharfia Lahore.
- Remote Desktop computer control.
- VOIP networking in an organization or between many organizations.
- I can also work in Inpage Urdu, Corel Draw, Adobe Photo Shop and Internet.
- I can work at a good and large computer network.

## EXPERIENCE

### SENIOR ARABIC TEACHER • SURAYA ASHFAQ SCHOOL • 2007 – 2010

- To cover all the syllabus in time
- Teaching to Secondary School Students
- Teaching to Middle School Students
- Good Arabic Grammar & Language
- Making papers & marking
- Handling classes control as class in-charge

### ISLAMIAT TEACHER • PAK FUTURE INSTITUTE OF EDUCATION • 2015-2016

- Teaching of Islamiat to Inter Part I
- Pakistan Studies to Inter Part II
- Paper Making & Marking
- Paper Composing of my own subjects
- Only one session teaching

### I.T ADMIN • ALLIED SCHOOL FEROPUR ROAD CAMPUS • OCT 2012 – STILL

- Providing networking & communication between computers & devices
- Check-up & maintain the computer lab having 40 computers, based on **THIN CLIENT (N-Computing)** via two servers
- Windows configuration and Installation
- Driver problem solutions for all kinds of computer and laptops
- I have a good collection of softwares which can be used in any company
- Installation of different softwares and activation (crack)
- Management Data having thousands of files (Documents)
- Designing for flexes and leaflets
- Composing English, Urdu, Arabic and Mathematics

### COMPUTER OPERATOR • J.I LAHORE • AUG 2008 – OCT 2012

- News editing for Jamaat released
- News composing and listing the arakeen e Jamaat
- Huge data managing about jamaat structure, addresses and contacts
- Ad designing for printing

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## OTHER SKILLS

### I CAN TEACH

- Dars-e-Nizami
- Holy Quran
- Ilm-ut-Tajweed
- Arabic Grammar and Language to higher classes
- Islamic Studies to higher Classes

## LANGUAGES

### I CAN TRANSLATE

- English to Arabic and Urdu
- Urdu to English and Arabic
- Arabic to English and Urdu
- Somehow Mewati and Ranghri

## OBJECTIVES

To Show my potential accordance to job requirements and to work in a dynamic institute where the efforts are recognized and ample the opportunities are provided for learning and career advancement.

## EDUCATION

### M.A ISLAMIAT/ARABIC • 2009 •

HEC Islamabad  
Rabitatul Madaras, Lahore, Pakistan

### B. A • DARS-E-NIZAMI • 2005

Wifaq ul Madaras ul Arabia, Multan, Pakistan

### B. A • BACHELOR IN ARTS • 2015

University of the Punjab Lahore, Pakistan

### F. A • INTERMEDIATE DN • 2003

Wifaq ul Madaras ul Arabia, Multan, Pakistan

### F. A • INTERMEDIATE • 2011

Board of intermediate & Secondary Education, Lahore

### MATRICULATION • DARS-E-NIZAMI • 2000

Wifaq ul Madaras ul Arabia, Multan, Pakistan

### MATRICULATION • WITH ARTS • 2006

Board of intermediate & Secondary Education, Lahore

### TAJVEED O QIRAT • ULOOM UL QURAN • 2003

Jamia Asharifa, Muslim Town, Lahore

### HIF-UL-QURAN • 1998

Wifaq ul Madaras ul Arabia, Multan Pakistan

## VOLUNTEER EXPERIENCE OR LEADERSHIP

- I have been teaching The Holy Quran since 2007 for free of cost in different areas of Lahore and Kasur.
- I taught Arabic Grammar for free
- I tell about computer knowledge to my colleagues
- Also to known people who call me sometimes and ask about their computer problems

				
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