



Asif Khan



Profile

I have more than 2 years experience in the field of Education Sector. I am looking for a position in a professional growing firm where I can use my skills to their full potential.



Contact

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Mianwali

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Skills

- ✓ Ms Office
- ✓ MS Excel
- ✓ Corel Draw
- ✓ Ms Access
- ✓ Cash Collection
- ✓ Organize Meetings
- ✓ Communication skills
- ✓ Admission Dealing
- ✓ Record keeping
- ✓ File management



Work Experience

**CRO(Customer Relationship Officer)
at Allied School Community Campus**

15-03-2018 –Till
Continued

- Cash Collection
- Admission Dealing
- Organizing Meeting
- Record Keeping
- File Management
- Portal Handling



Education

BA
2018-2020
Sargodha University

50% Marks
2nd Division

F.sc (Pre Eng)
2011-2013
BISE Sargodha

56% Marks
2nd Division

Matriculation (Science)
2008-2010
BISE Sargodha

80% Marks
1st Division



Hobbies & interests

I love Reading, Current Affairs and Cricket.

