Resume

**Personal Information:**

Name: Nosherwan Ali Father’s Name: Abdul Ghafoor

* Landline No: 042-35952733
* Mobile No: 0305-5156109

Date of birth: 01/03/1983 Nationality: Pakistani

Religion: Islam

E-Mail Address: nosherwan\_ali2010@yahoo.com

**Academic Qualification**

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| --- | --- | --- | --- | --- |
| **Degree/Award** | **Category** | **University/Board** | **Institute** | **Year** |
| **Matric** | **Science** | **B.I.S.E.Lahore.** | **B.I.S.E.Lahore.** | **1999** |
| **Intermediate** | **Faculty of Arts** | **B.I.S.E.Lahore.** | **B.I.S.E.Lahore.** | **2002** |
| **B.Com-I.T** | **Commerce** | **University of The Punjab Lahore** | **Punjab College of Commerce** | **2007** |
| **M.B.A** | **Insurance & Risk Management** | **University of The Punjab Lahore** | **Hailey College of Banking & Finance** | **2012** |
| **B.Ed** | **Education** | **University of Education Lahore** | **Township Campus Lahore** | **2016** |
| **M.Ed** | **Education** | **University of Education Lahore** | **Township Campus Lahore** | **2017** |

**Extra Qualification:**

Diploma in Import Export Management from Pakistan Knitwear Institute (Export Promotion Bureau)

Diploma in Computer Hardware from Click College of Commerce, Arts and Information Technology

**Professional Experience**

**Management:**

* I have also worked in United Techno Parts as Accounts & Cash Officer for 1 year.

2. I have working experience of 1 year in Vita Bakers Pakistan Limited as an Accounts and Store Officer.

3. I have working experience as a Human Resource Manager in the Click College of

Information Technology from 3 ½ years in evening.

1. I have 1 year experience of Operation & Store Officer in TCS Logistics.
2. I have working experience as Admin Officer in Amna Inayat Medical College for 3 year.
3. I have 6 months experience as a Cashier in Fazal Din Pharmacy Garhi Shahu Branch Lahore.
4. I have 1 year experience as an Accounts Officer in Echo West International

Construction Company in Bangla Desh Embassy Building Project Islamabad.

1. I have an experience of Customer Support Officer in Ibex Global Company in Zong Campaign for six months.
2. Currently I am working as Marketing Officer in Oxy Pharmaceuticals Private Limited.

**Teaching:**

1. I have 2 years teaching experience in The Hajvery Cadet School Lahore as a Computer and Social Studies Teacher and Coordinator.
2. I have 2 years teaching experience in The Scholars High School Lahore as a Computer Teacher.

3. I have an experience in University of Education Township Campus Lahore as an Academic Field Coordinator for 1 year.

**Key Competencies and Skills**

* Management Skills Administration Skills
* HR Skills Teaching and Training Skills
* Accounting Skills

**Computer Skills:**

* Microsoft Word
* Microsoft Excel
* Microsoft Power Point

**Language Skills:**

* English
* Urdu
* Punjabi

**Hobbies and Interests:**

* Teaching and book reading
* Listening News and reading News Paper
* Listening Music and watching Movies
* Tracking
* Play Computer Video Games

**Reference:** Reference will be provided on demand