**AROOSA AFZAL**

House# 07, Street# 3, Mohalla Dishad Park Shad Bagh, Lahore

Mobile No: 0336 - 4255161

Email: baroosa564@gmail.com

**PERSONAL INFORMATION:**

**Gender: Female**

**Date of Birth: February 24, 1994**

**Age: 21**

**Marital Status: Single**

**Occupation: Fresh Graduate**

**Interests: Reading, creative writing, swimming, volleyball, travelling, watching documentary f**

**Father’s Name :** Muhammad Afzal Butt

**N.I.C No. :** 35202-7375795-2

**Date of Birth :** July 26, 1992

**Marital Status :** Single

**Domicile :** Lahore (Punjab)

**Interests :** Reading, watching documentary films

**CAREER OBJECTIVE:**

**Gender: Female**

**Date of Birth: February 24, 1994**

**Age: 21**

**Marital Status: Single**

**Occupation: Fresh Graduate**

**Interests: Reading, creative writing, swimming, volleyball, travelling, watching documentary f**

To be a part of career oriented organization where my skills and abilities can be best utilized for accomplishing the mission and enhancing the universe standardized of the organization and where I can enhance my knowledge and experience.

**ACADEMIC QUALIFICATIONS**

**Gender: Female**

**Date of Birth: February 24, 1994**

**Age: 21**

**Marital Status: Single**

**Occupation: Fresh Graduate**

**Interests: Reading, creative writing, swimming, volleyball, travelling, watching documentary f**

**Level Year Division Institution**

**Matric**  2008 1st Govt Girls High School Shad Bagh Lahore.

**I.Com** 2010 1st Lahore College for Women University.

**B.Com (Hons)** 2014 1st 3.82 CGPA Hailey college of commerce

**/M.Com** University of the Punjab Lahore

**PGD**  2016 1st 3.98 CGPA Virtual University of Pakistan

**(In Banking and finance)**

**Currently I am doing MIT from virtual university of Pakistan and also doing freelancing and digital marketing from Digi Skills Govt of Punjab**

**OTHER QUALIFICATIONS:**

**Gender: Female**

**Date of Birth: February 24, 1994**

**Age: 21**

**Marital Status: Single**

**Occupation: Fresh Graduate**

**Interests: Reading, creative writing, swimming, volleyball, travelling, watching documentary f**

* Excellent written and verbal communication skills.
* Proficient in Microsoft Office (Word, PowerPoint and Excel)
* Complete control on e-mail and internet

**WORK EXPERIENCE:**

**Gender: Female**

**Date of Birth: February 24, 1994**

**Age: 21**

**Marital Status: Single**

**Occupation: Fresh Graduate**

**Interests: Reading, creative writing, swimming, volleyball, travelling, watching documentary f**

* I have done 2 month internship in **ALLIED BANK LIMITED** where I got experience of general banking.
* I have also taught in **ORIENT ACADEMY.**
* I have also knowledge and practical experience in **PEACHTREE** **ACCOUNTING SOFTWARE**.
* I have also taught in **GOVT POST GRADUATE COLLEGE SHAD BAGH LAHORE.**
* I have also worked in **HERBAL WELLNESS CENTRE** as an administrator or customer dealing **SADDQIUE TRADE CENTRE LAHORE.**

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**FUTURE PROSPECTS:**

**Date of Birth: February 24, 1994**

**Age: 21**

**Marital Status: Single**

**Occupation: Fresh Graduate**

**Interests: Reading, creative writing, swimming, volleyball, travelling, watching documentary f**

* Looking forward for challenging and better position in a working environment where I can effectively utilized my skills.

**PERSONAL VALUES :**

**Date of Birth: February 24, 1994**

**Age: 21**

**Marital Status: Single**

**Occupation: Fresh Graduate**

**Interests: Reading, creative writing, swimming, volleyball, travelling, watching documentary f**

* Dedicated, self-motivated and quick to take initiative.
* Sense of high responsibility.
* Avoid the chance of negligence.

**LANGUAGE:**

**Date of Birth: February 24, 1994**

**Age: 21**

**Marital Status: Single**

**Occupation: Fresh Graduate**

**Interests: Reading, creative writing, swimming, volleyball, travelling, watching documentary f**

* Reading, writing, speaking, hearing power in English and Urdu with nice accent.

**REFERENCE:**

**Date of Birth: February 24, 1994**

**Age: 21**

**Marital Status: Single**

**Occupation: Fresh Graduate**

**Interests: Reading, creative writing, swimming, volleyball, travelling, watching documentary f**

* Reference will be furnished on demand