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**ADMIN OFFICER (hospitality firm)**

**Data management, report writing**

***Will be provided on the demand***

**ref**

**References**

**Investigating the validity of CAPM and APT on the stock returns of KSE and BSE**

**PRODUCTIVITY MANAGEMENT**: How MIS implementation impacted overall productivity of IB&M

**HRM:** What HR practices and policies of P&G implement

**OPERATIONS MANAGEMENT:** How Supply Chain works at GSK

**ENTREPRENEURSHIP:** Initiated a business of POLO T-SHITRS of male.

**MARKETING MANAGEMENT:** Developed a business plan for “magic chef” as a restaurant

**BBA | 2011-2015**

University Of Engineering & Technology, Lahore

**ICS | 2008-2010**

Punjab College, Lahore

**MBA | 2017-2019**

University Of Engineering & Technology, Lahore

**MATRICULATION | 2006-2008**

AL Hadi Foundation School, Lahore

**I want to unleash my abilities to be a person of effectiveness and I am looking forward to an organization which has a quest of effectiveness. I also want to challenge my abilities my working in a competitive environment so that I am able to tackle different situations**.

**Creative IdeaInnovativeTeam WorkCommunicationPunctual**

**Microsoft wordExcelPowerPoint**

**MIS**

**HR Diamond Software**

**PICASA**

**HR Data Manager Software**

**PROFESSIONAL EXPERIENCE**

**EDUCATIONAL PROJECT**

**EDUCATION HISTORY**

**CAREER OBJECTIVE**

**PROFICIENCY**

**PERSONAL SKILLS**

**+92 3064489019**

**ayesha.ch654@gmail.com**

**AYESHA ILYAS**