***ASMA MANZOOR***

**Address:-** Sui Gas Road Gujranwala

**Cell:-** 0307-5977607

**Email:-** [asmanzoor2@gmail.com](mailto:asmanzoor2@gmail.com)

**PERSONAL DETAIL:**

Date of birth:- 15-11-1988

Religion:- Islam

Marital status:- Married

CNIC NO:- 35404-5113000-6

**EDUCATION:-**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr.** | **Level** | **Year** | **Marks ob./Total** | **Division** | **Board/University** |
| 1 | B.ED | 2015 | 629/900 | 1ST | AIOU |
| 2 | M.A Urdu | 2018 | 519/1000 | 2ND | Punjab University |
| 3 | Bachelor | 2010 | 1045/1500 | 1ST | Punjab University |
| 4 | Intermediate | 2008 | 798/1100 | 1ST | BISE Gujranwala |
| 5 | Matric | 2003 | 607/850 | 1ST | BISE Lahore |

**EXPERIENCE:-**

* 2 Year Experience as a teacher in Allied School Papnakha campus
* 1 Year Experience as ateller in Allied Bank Limited
* Work as a Legal Adviser in Gift University Gujranwala (still continue)

**COPMUTER SKILLS:-**

Ms. WORD, Ms. Excel, Ms. PowerPoint, Internet Surfing

**PERSONAL SKILLS:-**

* Ability to do work in every kind of situation
* Hard working and punctual
* Good presentation
* Effective communication
* Self-motivated
* Friendly and sociable

**LANGUAGE SKILL:-**

Urdu & English

**REFRENCE:-**

References will be provided on demand