**JAVED AHMED**

**Date of Birth:** 15-11-1981

**Cell:** (+92-21) 322-2073255

**E-mail(s):** [javedahmed3@hotmail.com](mailto:javedahmed3@hotmail.com)

**Objective:** To Contribute my expertise for the profit of the organization with challenging assignments thereby leading my way towards assuming higher management responsibilities.

**Professional Career Summary**

**Professional Certification:** Graphic Designing, Computer Assembling, Networking,

Software’s Installation, Windows, Website Update,

In page, Ms Office

**Education:** 05 months Internship in (CPO) Police Head Office I.T Deptt.

02 years Diploma in Information Technology (I.T)

Intermediate (Science Group)

Matriculation (Science Group)

**Work Experience**

**Organization : Sunrise Capital (Pvt) Ltd.** (Trec Holder Company in KSE)

Organization Type : Brokerage House

Designation : Social Media / Graphic Designer

Tenure : 5th June ’14 – Present

Location : Karachi – Pakistan

Area(s) of Experience : Social Media

**Organization : Manal International (Pvt) Ltd**. (Tabani Group former Aero Asia Airline owner)

C:\Users\saad\Desktop\manal logo.jpgOrganization Type : Import Export

Designation : I.T Systems Coordinator/Admin

Tenure : 27th April ’08 –30th Dec. ‘14

Location : Karachi – Pakistan

Area(s) of Experience : I.T Department

**Organization : Netsol Technologies (Pvt) Ltd.**

Organization Type : Software House

Designation : Admin/Graphic Designer

Tenure : 01st Feb ’06- 31st March. ’08

Location : Karachi – Pakistan

Area(s) of Experience : I.T Department

**Organization : Ufone Telecom Franchise**

Organization Type : Telecommunication

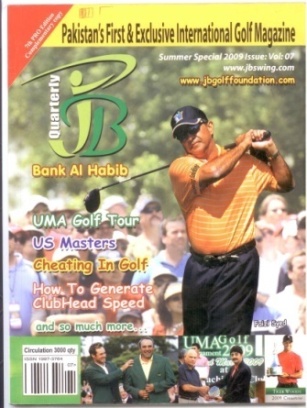
Designation : Customer Sales Officer

Tenure : 03rd May ’04 – 31st Nov ’05

Location : Karachi – Pakistan

Area(s) of Experience : Selling mobile Sims

**Client**



**Organization : Free Lance**

Organization Type : Magazine Graphic Work

Designation : Free Lance Graphic designer

Tenure : 13th Dec ’08 – 23rd May ‘09

Location : Karachi – Pakistan

Area(s) of Experience : Graphic Designing

Responsibility : Designing all Magazine work

Magazine Edition : 7th

Name of Magazine : Pakistan’s First International “JB Golf Magazine”

Owner of Magazine : Jamal Badshah (Authorized Golf Coach) Karsaz Golf Club Karachi.

**Professional Certification Courses**

**Sr. Certification/Degree Institution/University Specialization/Major Passing Year**

1. Ms Office US Tech Word, Excel, PowerPoint 2001
2. Windows Installations CDS All Windows 2003
3. Software’s Installations CDS All Software’s 2003
4. Computer Assembling CDS Hardware Troubleshooting 2004
5. Graphic Designing CDS Photoshop, Illustrator, Freehand 2005

Corel Draw

1. Websites Updating CDS All websites Updates 2011

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**Computer Skills & Other Abilities**

**Sr. Skills & Abilities Professional Level Last Used/Practiced**

1. All Window’s Installation Adequate Command Currently Using
2. All Software’s Installation Adequate Command Currently Using

3. Graphic Designing Adequate Command Currently Using

1. Computer Assembling Adequate Command November2011
2. Word Processing Adequate Command Currently Using
3. Soft Presentation Adequate Command Currently Using
4. Urdu In page Adequate Command Currently Using

**Social Membership & Co-curricular / Leisure Activities**

**Sr. Description of Activities**

1. Reading Books
2. Playing Cricket
3. Bike riding , Driving

**Personal Information**

Father’s Name : Abu Obaida Siddiqui (Late) (Retired Inspector of Post Office)

Marital Status : Married

CNIC # : 42201-0349586-5

Religion : Islam

Domicile/PRC : Sindh – Karachi

Language Competency : English & Urdu

**References**

Will be furnished as per requirement.