

Name: MUHAMMAD USMAN
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Father Name:
Muhammad Sonhara
Nationality:
Pakistan
Marital Status:
Single
Bilinguals:
Urdu, English, Hindi and
Puniabi

Objective:

To peruse a career in a dynamic organization which provides me excellent working experience to character building, development of managerial and technical skills in highly competitive and professional environment, so I can use my skills and grow professionally.

Education:

Hold Graduation Degree

Professional Experience:

Serco Dubai	Helpdesk Operator	Jan 2022 to Present
IBEX Global Islamabad		Sep - 2021 to Nov 2021
Punjab Rural Support Program (PRSP) Multan		March 2016 to July-2022.

Descriptions:

- Mobilize and organize local communities to Disbursed Credit Disbursement.
- To mobilize & Follow up of Credit Recovery.
- Provide guidance and support community in individual/community village levelplanning.
- Mobilize and organize local communities into Community/Village/Local SupportOrganizations.
- Plan and manage operational, credit, training, education and community physicalinfrastructure's budget.
- Submit progress rep orts regarding budget, expenses, social organizations, credit,education and CPIs to the district office.
- Manage all activities regarding HRM in the field unit.
- Arrange Medical camps during floods.
- Arrange Livestock Medical Camps.
- Arrange Vocational Training (Computer, Mobile Repairing, etc.)
- Arrange Traditional Birth Attendants Training.
- Maintain office assets in good (Vehicle, Computers, and Motorbikes, Furniture and fixtures in good conditions.
- Monitor official bank accounts.
- Provide guidance and support community/village.
- Deliver training to the (Cos) Community Organization (CMST).

Core Competencies:

Good Interpersonal Skills
Capable of multi-tasking
Good in different regional languages
Taking initiatives with a great drive force
Team player and Accountable
Effective Communication Skills.