



## Muhammad Usman



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### Objective

Believing in hard work as an honest guy, I want to work with an organization providing healthy environment and opportunity to work as team member. I can utilize my knowledge and professional skills with my full devotion.

### Personal Profile

**Father's name** : Aabdul Razzaq  
**Religion** : Islam  
**Date of Birth** : March, 10, 1998  
**NIC Number** : 33102-9276340-1  
**Marital Status** : Single  
**Passport No#** : FP2853401

### Educational Qualification

Graduation BS(Zoology)	2.36/4.00 Cgpa	2019	Govt. College University Faisalabad Pakistan
Intermediate (F.Sc.Medical)	A Grade	2015	Board of IntermEDIATE and Secondary Education Faisalabad Pakistan
Matriculation(Science)	A+ Grade	2013	Board of IntermEDIATE and Secondary Education Faisalabad Pakistan

### Personal Skills Key Strengths

- Ambitious and very self-motivated.
  - Ability to work to very tight deadlines, delivering high quality results.
  - Hard working, ambitious, outgoing, with a passion for creativity and learning.
  - Able to work effectively to brief and deadline under own initiative
  - Well-spoken and presented.
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## Computer Skills

- ✓ SAP
- ✓ Opal Erp
- ✓ Oracle
- ✓ MS Word
- ✓ MS Excel
- ✓ Power Point
- ✓ Windows XP / Vista / 7 / 8 / 8.2 / 10
- ✓ Internet Communication



## Work Experience

### Do Bhai Food Products Faisalabad Pakistan

Designation: **Accountant**

Job Duration: June 2021 to January 2022

Job Description:

Deal with customers and introduce all our items to customers. I was also responsible for all the stock inventories.



### Cheetay Logistics Faisalabad Pakistan

Designation: **Delivery Rider**

Job Duration: September 2020 - May/2021

Job Description: Responsible to deliver food order from restaurant to customer location on Time.



### Cheese and Chicks Satyana Road Faisalabad Pakistan

Designation: **Stock Manager**

Job Duration: June 2019 to September 2020

Job Description:

I was hired as an accountant but later on promoted as a stock Manager. I manage all the inventories including store inventories. I was also responsible for monthly sheets including loss and profit sheet, stock sheet, expense sheet and itemwise sale sheet. I was also responsible for daily inventory sheet, expense sheet and sale sheet.



### Sam's Fried Chicken and Burgers Faisalabad Pakistan

Designation: **Accountant**

Job Duration: May 2015 to 31 March 2019

Job Description:

I was hired as a Delivery Call Operator but later on M.O.D decided to promote me as a Delivery supervisor and then promoted me as an accountant.



## Reference

Will be Furnish on Demand