

ZEESHAN SHAFQAT



Current Address

AL QURM ST, AL QASIDAT -ZONE,
RAS AL KHAIMA, UAE.

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Permanent Address

House no. 120 St no 07 Shah Kamal
Road Lahore- Punjab, Pakistan

CAREER OBJECTIVE:

To Apply vacant position commensurate to my skills and qualification to be part of the company's growth and success thorough full delivery of services and dedication to assigned task and to gain professionalism in working with different personalities and serve as an asset to the company.

PERSONAL DETAILS

Father's Name	Shafqat Ali
Date of Birth	24.05.1995
C.N.I.C #	35202-7210225-3
Passport #	ES5182251
Nationality	Pakistani
Religion	Islam

EDUCATION QUALIFICATIO

ICS	Board of Intermediate and Secondary Education Lahore.
MATRIC	Board of Intermediate and Secondary Education Lahore.

COMPUTER DIPLOMA

DAR Science College, Lahore Pakistan.

COMPUTER SKILLS

Perfect to use (MATRICS an ERP) Software.
And M.S Office (Excel, Power .Point, Word).
Skilled to operate various software.
Ability to work with Consistent and excellent Result.
Well Command on Typing Speed (40-WPM).

WORK EXPERIENCE:

Four Years' Experience as an **Office Assistant / Computer Operator** in Bilal Law Associates
Lahore, Pakistan.
(Feb 2010 to Nov 2014)

Two Years' Experience as a **Front Desk** / Phone Operator in **Hospitality Inn Hotel** Lahore, Pakistan.
(2016 to 2018)

One year Experience as a **Retail Cashier** in **Carrefour** at Emporium Mall Lahore, Pakistan.

Three Years' Experience as a **Customer Services Officer** (Front desk) Operational Dept, at **Emporium Mall by (Nishat Groups)** Lahore, Pakistan.
(2019 to 2022).

Currently Work as a **Salesman /Cashier** in **(MIH)** Muhammad Ibrahim Haji Building Materials LLC, Ras Al Khaimah, UAE.

PROFESSIONAL SKILLS

Have a good Communication Skills on Following Language.
English, Urdu, Punjabi
Good Team Managing & Deploying as per Requires and Operations.
Good Team Leading.
Solve different Issues regarding relevant field in Minimum Time.
Well handle Official Matters.
Able to Follow Company's SOPS.

Reference

Will be furnished upon request

