

# ARSALAN SHAHID

Chokreina Chak # 51, Post Office Anand  
Pura, Tehsil Shahkot District Nankana Sahib,  
Pakistan

Mobile No: +92-302-9563751



## Career Objective

To work with conviction and to contribute towards the growth and Development of a prosperous and highly reputed organization where Opportunities to grow both personally and professionally are ample and where I can utilize skills effectively and efficiently.

## Educational Background

Level	College / Board	Years
B.A	University of The Punjab	2015
I.C.S	Govt. Degree College Shahkot (BISE, Lahore)	2011
Matriculation	Govt. High School No 1, Shahkot (BISE, Lahore)	2009

## Professional Background

- Working as Accountant at Muhammad Tariq Carriage Contractor from 1<sup>st</sup> December 2019 to Till date at Head Office Shahkot.
- Working as Assistant Manager Admin in Nauman Construction Company from 15<sup>th</sup> February 2019 to 30<sup>th</sup> November 2019 at Dualization and Improvement of Pindi Gheb - Jand - Kohat Link Road Package 1.

☛ Working as Office Engineer in China Railway Construction 20<sup>th</sup> Bureau Group 1<sup>st</sup> March 2018 to 31<sup>th</sup> January 2019 at Karachi Lahore Motorway (KLM) M-3, Lahore-Abdul Hakeem Section.

☛ Working as Admin Assistant in Associated Consultancy Centre (Pvt) Ltd 20<sup>th</sup> January 2017 to 28<sup>th</sup> February 2018 at Karachi Lahore Motorway (KLM) M-3, Lahore-Abdul Hakeem Section.

☛ Working as a Office Clerk in Design & Engineering Systems (PVT) LTD from 1<sup>st</sup> March 2011 to 28<sup>th</sup> February 2015 at Head Office near Phase-VI DHA, Lahore.

### **Computer /Professional Skill**

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☛ 6 Month Diploma of Auto Cad from Ideal Computer College Shahkot.

☛ Diploma of Computer Science from RAZA Computer College Shahkot.

- MS Office
- internet and E-mail
- Configuration & Installation of all Accessories
- Auto Cad

### **Hobbies/Extra Activities**

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- Traveling
- Playing Cricket
- Reading Books
- Learning about Computer

### **Personal Biography**

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<b>Father Name.</b>	:	<b>Haji Ghulam Hussain</b>
<b>Date of Birth</b>	:	<b>02-Jan-1994</b>
<b>C.N.I.C</b>	:	<b>35403-5848670-7</b>
<b>Email Address</b>	:	<b>Arslanshahid1011@gmail.com</b>
<b>Nationality</b>	:	<b>Pakistani</b>
<b>Marital Status</b>	:	<b>Married</b>
<b>Religion</b>	:	<b>Islam</b>
<b>Languages</b>	:	<b>Urdu, Punjabi &amp; English</b> <b>(Written and spoken)</b>

### **Referances**

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References will be furnished on demand.