

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

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

☛ Working as Admin Assistant in Associated Consultancy Centre (Pvt) Ltd 20th January 2017 to 28th 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 1st March 2011 to 28th February 2015 at Head Office near Phase-VI DHA, Lahore.

Computer /Professional Skill

☛ 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

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

Personal Biography

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

Referances

References will be furnished on demand.