

SAEED U REHMAN

Permanent Address: Chak No#192 G.B(OjIla) ,Tehsil Samundri, Distt Faisalabad, Punjab ,Pakistan.

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Objective:

A well-mannered, articulate person, able to converse in polite and courteous manner, having a sympathetic attitude. Can contribute extensively to team work and always displaying a helpful manner. Possessing excellent inter-personal and communication skills and is approachable, cheerful and friendly. Fully aware of the needs of a multicultural society.

Personal Information:



Father's Name : - Saeed Ahmad
Date of Birth : - 15-04-1993
Gendre : - Male
N.I.C # : - 33105-7110737-7
Marital Status : - Single
Religion : - Islam
Domicile : - Faisalabad (Punjab)
Nationality : - Pakistani

Academic Qualification:

Qualification	Board/Uni	Passing Year
Matriculation	Bise Faisalabad	2009
I.Com	Bise Faisalabad	2011
Bs(Hons) Mass Communication	GCUF Faisalabad	2016

Extra Skills:

- *Able to communicate well both verbally & in writing.*
 - *Able to quickly learn and use computer programs.*
 - *Excellent management skills.*
 - *MS Windows XP, Dos.*
 - *Microsoft Office (MS Word,)*
 - *Internet User & Browsing.*
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Professional Skills:

- ❖ *Ability to work under stretching Conditions.*
 - ❖ *Strong Analytical Skills.*
 - ❖ *Having ability to lead the Team.*
 - ❖ *Quick at learning, determined & Industrious.*
 - ❖ *Have a good Ability to Convince the People.*
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Experience

- ❖ ***SixYear Experience As A Cash Officer and One year As a GBO officer In (The Bank Of Punjab),Still Continuous***
 - ❖ ***1 Year (PMYIP) Internship Experience with CH- Muhammad SHAHBAZ Babar MNA#79, (Member Parliament).***
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Languages:

English, Urdu, Punjabi (Read, Write, Speak).

Certificates Received:

Awarded with certificate of "Youth Festival" for Hockey final Match.

Hobbies:

- **Net Surfing.**
 - **Hockey**
 - **Travelling**
 - **Book Reading**
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Reference: Reference will be furnished on Demand.