# **SAEED U REHMAN**

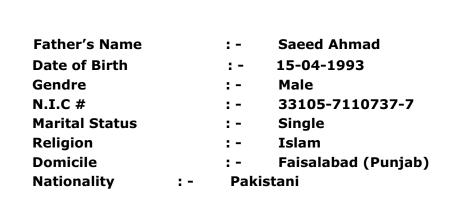
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	Faisalabad, Punjab ,Pakistan.	
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#### **Objective:**

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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:**



### **Academic Qualification:**

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



# Extra Skills<sup>:</sup>

- 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.

# **Professional Skills**<sup>:</sup>

- 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.

#### 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).

#### Languages<sup>:</sup>

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

### **Certificates Received**<sup>:</sup>

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

## Hobbies<sup>:</sup>

- Net Surfing.
- Hockey
- Travelling
- Book Reading

**Reference:** Reference will be furnished on Demand.