

Zeeshan

B.Sc

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Current Address: Mohallah Shah Burhan Chiniot, Pakistan.
Country of Origin: Pakistan (City: Chiniot)



CAREER OBJECTIVE

Seeking a position to pursue in a diverse, innovative and challenging environment Healthcare Organizations, where I can prove my team-work abilities, capabilities and professionalism.

PERSONAL INFORMATION

Birth Date: 13 August 1997
Gender: Male
Nationality: Pakistani
Marital Status: Single

EDUCATION

Bachelor of Science (2018)

PUNJAB UNIVERSITY
Location: Lahore, Pakistan

INTERMEDIATE (PRE-ENGG) (2016)

Govt. Islamia College Chiniot
Location: Chiniot, Pakistan

MATRICULATION (SCIENCE) (2014)

Govt. Islamia High School Chiniot
Location: Chiniot, Pakistan

SKILLS

MANAGEMENT SKILLS

Able to handle & Manage in any condition and almost in any environment. Can be able to work under pressure with accuracy and command.

COMPUTER SKILLS

MS OFFICE MS EXCEL Intermediate Level

EXPERIENCE

04 Year experience in **IQBAL RICE MILLS CHINIOT**
(Account officer)

OFFICER

- . Cash receipt & Cash payment .
- . Prepare accounts payable report, Accounts receivable report.
- . Posting and validation all king of vouchers (cash receipt & payment voucher Bank receipt & payment vouchers, journal voucher .
- . Sale of rice according to company rules .
- . Recording purchasing & sale of rice in Oracle Base software .
- . Data Entry work.