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|  **KHAWAJA SAGHEER AHMAD** |
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|    CONTACT **+971 55 240 0191****Email:** **sagheershehzad@gmail.com**PASSPORT DETIALS **PASSPORT NUMBER : BJ5946391****ISSUED DATE : 17-03-2023****EXPIRY DATE : 15-03-2028****VISA STATUS : EMPLOYMENT**  **VISA VALID : 01-07-2025**PERSONAL DETAILS **Father Name : Allah Bachaya****D.O.B : 11-07-1992****Gender : Male****Marital Status : Married****Nationality : Pakistan****Religion : Islam**PERMANENT ADDRESS * Dubai- UAE
* Post office- BAGRAIN

Tehsil, shujabad, Multan, Pakistan COMPUTER SKILL * MS OFFICE
* INTERNET SURFING
* POWER POINT

   |   | **CAREER OBJECTIVE:**  |
| * Seeking To Work In Challenging Position Of Great Responsibility To Expend My Skill For Organization Goals As Well As My Professional Pursuit.
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| ACADEMICS:  |
| * MATRIC – COMPUTER SCIENCE -2007
	+ BISE MULTAN – PAKISTAN
* DAE – DIPLOMA OF ASSOICATE ENGENEER -2010
	+ PBTE- LAHORE, PAKISTAN
 |
| **WORK EXPERIENCE:**  |
| 1. 05 Month Experience As OFFICE ASSISTANT In Noor Al Dua Science And Technology Consultancy llc Dubai Upto July 2023 - Oct 2023.
2. 12 Year Working Experience As OWNER Of KHAWJA SUPERSTORE, MULTAN, Upto Dec 2011 - June 2023.
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| **RESPONSIBILITIES** |
| * Perform Sales Activities Related To Organize.
* Incoming/Outgoing Material And Manpower Management.
* Ensure All Product Are As Per Required Quality Standard.
* Responsible for the overall strategy of assigned, Monitor daily activities of Store goods and follow up on progress and Accomplishment.

KEY SKILL * Young Energetic And Hardworking.
* Communicating key messages to team members
* Patient and calm under pressure
* Possessing a high level of drive and determination.
* Meeting and exceeding all agreed performance objectives
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