

ZEESHAN SHAFQAT



Current Address

Al Qurm St, Al Qasidat -Zone,Ras

Al Khaima, UAE.

Call No. +971556435063

Whatsaap# + 923233625090

E-mail: zs706455@G-Mail.COM

Permanent Address

House no. 120 St no 07 Shah Kamal

Road **Lahore- Punjab, Pakistan**

CAREER OBJECTIVE:

To Apply vacant position commensurate to my skills and qualification to be part of the company's growth and success thorough full delivery of services and dedication to assigned task and to gain professionalism in working with different personalities and serve as assetto the company.

PERSONAL DETAILS

Father's Name

Shafqat Ali

Date of Birth

24.05.1995

C.N.I.C #

35202-7210225-3

Passport #

ES5182251

Nationality

Pakistani

Religion

Islam

EDUCATION QUALIFICATIO

ICS

Board of Intermediate and Secondary Education, Lahore.

MATRIC

Board of Intermediate and Secondary Education Lahore.

COMPUTER DIPLOMA

DAR Science College, Lahore Pakistan.

COMPUTER SKILLS

Perfect to use (MATRICS an ERP) Software.
And M.S Office (Excel, Power .Point, Word).
Skilled to operate various software.
Ability to work with Consistent and excellent Result.
Well Command on Typing Speed (40-WPM).

WORK EXPERIENCE:

Four Years' Experience as an **Office Management /Computer Operator** in Bilal Law Associates Lahore, Pakistan.
(Feb 2010 to Nov 2014)

Two Years' Experience as a **Front Desk** in **Hospitality Inn Hotel** Lahore, Pakistan.
(2016 to 2018)

One year Experience as a Cashier in **Carrefour** at Emporium Mall Lahore, Pakistan. (2018-2019).

Two Year's Experience as a **Customer Services Officer** (Front desk), at **Emporium Mall by (Nishat Groups)** Lahore, Pakistan. (2020 to 2022).

Currently Work in Muhammad Ibrahim Haji Building Materials LLC,UAE.

Services

- Cashier
- Store keeper
- Record Keeper
- Salesman

PROFESSIONAL SKILLS

Have a good Communication Skills on Following Language.
English, Urdu, Punjabi
Good Team Managing & Deploying as per Requires and Operations.
Good Team Leading.
Solve different Issues regarding relevant field in Minimum Time.
Well handle Official Matters.
Able to Follow Company's SOPS.

Reference

Will be furnished upon request

