



MUHAMMAD AHMED

ABOUT ME

I am keen to begin a career in your esteemed firm. I am a recent graduate who combined studies with working and other commitments. In achieving this, I have shown myself to be self-motivated, committed and determined in achieving my goals, come what may. I have also demonstrated negotiating and organizing skills, a firm sense of responsibility and my capacity to work hard under pressure. I possess excellent verbal and written communication skills.

CONTACT

🏠 P.O.Box Khas Panjan Kassana
GT Road Lalamusa District Gujrat
Tehsil Kharian

✉️ ahmad2104841@gmail.com

☎️ +971-563814913

📞 +971-563814913

🗣️ EN English

🗣️ UR Urdu

🗣️ PB Panjabi

SKILLS

- 📊 Microsoft Excel,
- 📄 MS. Word,
- 🌐 Internet & Networking
- 📈 Marketing
- 👍 Business Related Skills
- 🛒 Costumer Dealing



EXPERIENCE in Pakistan

U-Mart / 2021-2022

As a Receptionist

Receiving visitors at the front desk by greeting, welcoming, directing and announcing them appropriately
Answering screening and forwarding incoming phone calls
Receiving and sorting daily mail.

Lidlz Mart / March-2023 Aug-2023

As a Salesman

Maintain positive relationships with customers
Evaluating customer needs
Coordinating sales efforts with marketing programs

Main Jee Auto Work Shop / 2023

As a Technician

Maintain proper tools and equipment
Provide timely maintenance reports on vehicles
Repairing and replacing faulty vehicle parts

EXPERIENCE in UAE

Carrefour Market

5 months experience in Carrefour market .Duties in Carrefour market .
We pick online order for customer.We have a device that name is called PDA.
in this device we see the customer order and scan the customer order and
put them in the trolley and pack them and deliver to the driver

EDUCATION

S.No.	Qualification	Year	Marks	Percent Marks	Division	Board/University
1	C.N.C Turner Machinist	2022	"A" Grade		1 st Position	CTTI (Islamabad)
2	Diploma of Associate Engineer Mechanical Technology (3 Years)	2019/2021	3450/2450	71%	1 st	Govt.SWEDISH Pakistanai College Of Technology Gujrat
3	Matriculation	2018	1100/850	78%	1 st	BISE Gujranwala

Father's Name:

Ihtisham Ul Haq

CNIC No.

34202-3574477-9

Date of Birth:

31-12-2001

Religion

Islam

Domicile:

Gujrat

Gender :

Male

Marital Status :

Un-Merried

Nationality :

Pakistani