



**Samina Suhail**  
**Virtual Assistant**  
**Tel: 0366-0206659**

**Education:** Bachelor in Commerce  
Intermediate in Science

**Experience:** 12 Years' Experience in  
Office Work.  
Work From Home as  
Freelancer Since many  
years.

**Skills:** English & Urdu Typing  
Web Searching  
Data Entry  
Expert in MS Office  
Image Editing  
Document Formatting

**Interest:** My interest in learning  
Textile Designing, Web  
Designing and Building.

Currently I am learning  
myself through online  
Tutorials and have some  
knowhow of Photoshop,  
Adobe Illustrator and HTML.

**Profile:** [https://www.guru.com/  
freelancers/suhail-akhtar-2](https://www.guru.com/freelancers/suhail-akhtar-2)

**Objective:** I want to get a position  
where I can work according  
to my skills and have and  
have the opportunity to  
learn more.