



SAAD AHMED

SUMMARY

This is a statement of purpose and is the first thing a prospective employer will read about you. Focus it on the job you are applying for by mentioning those skills and abilities that are relevant to the role you are applying for Experience.

EXPERIENCE

- **SWOT COLLEGE** – LiaquatPur.
 - **Computer Operator**
 - **Accountants** **Oct 2021**
- **FATIMA ENTERPRISE** – LiaquatPur
 - **Computer Operator**
 - **Accountants**
 - **Invoice & Store Keeper** **Dec 2020**
- **UFONE TELECOMMUNICATION** – at LiaquatPur
 - **Sales Officer**
 - **Front Desk Officer**
 - **Customer Support** **Nov 2019**

EDUCATION

- Bachelor: **Arts and Humanities** – **2021**
Allama Iqbal Open University, ISLAMABAD
- Intermediate: **DAE in Mechanical** – **PBTE LAHORE** **2018**
Swedish Institute of Technology, RAHIM YAR KHAN
- Metric: **Science** – **BISE BWP** **2014**
Govt. Model High School, LIAQUATPUR

CERTIFICATIONS

- **Draftsmen(Mechanical):**
Vocational Technical Training Institute, R.Y. Khan
- **Chinese Language Course** – **HSK-II**
- **Computer Operator** – Office Applications
Vocational Training Institute, LiaquatPur

SKILL HIGHLIGHTS

- Internet Suffering
- Web Browsing
- Computer User
- Programming
- Web Development
- Communication
- Innovative
- Soft Spoken

CONTACT

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LANGUAGES

- **English** - Conversational
- **Chinese** - Conversational
- **Urdu** - Expert
- **Arabic** - Beginner

HOBBIES

- Writing
- Drawing
- Web Browsing
- Programming
- Internet Suffering