

MUHAMMAD WAQAS

Address: Flat # E-8, Iqbal town near Hashmat Ali College RWP.

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OBJECTIVE INTERNSHIP

Searching a challenging career with a growth oriented organization where my knowledge may significantly be contributed towards the organization growth and profitability.

INTERNSHIP

Organization: Ikea Trading Hong Kong Ltd. Khanewal Branch

Position: Computer Operator

Duration: 6 Months
Jan 2010 – July 2010

PROFESSIONAL EXPERIENCE

Organization: OTS (Open Testing Service) Islamabad

Post: Monitoring & Evaluation Officer

Duration: February 2018– March 2020

Organization: Medical Transcription Billing, Corp - MTBC

Post: Internal Auditor

Duration: Dec 2014– Dec 2015

Organization: Hibaya Group

Post: Web-Developer

Duration: July 2014– Dec 2014

EDUCATION

- **Intermediate (D.com) 2009**
Govt. College Of Commerce, Khanewal, Pakistan
First Division

EXTRA QUALIFICATION

- **Spoken English Course**
Aug 2010- Oct 2010
- **Diploma in Computer Applications.**
Apr, 2011- Sep 2011

PERSONAL DATA

Father Name	Rana Mehrban Ali
CNIC #	32303-7633183-7
Domicile	Punjab (Pakistan)

SKILLS

Software:

- MS Office(Advanced command in MS Excel, document writing, and presentation designing)
- PHP, Database Management.
- WordPress, HTML5
- Video editing, Flash editing and picture editing software (adobe photoshop, adobe premiere, photo impact, pinnacle studio, magix, swish flash,)

Commands:

- Good typing speed.
- Software installation and trouble shooting.
- Can work with many operating systems (Windows7,Windows8, Windows XP, Windows vista, Linux,)
- Web searching, mail, chat rooms.

Networking:

- Fiber installation, Troubleshooting, Wireless Routers Configuration & Security.
- Configuration of many Routers by brands (Cisco, Dlink, Huawei, Mikrotik Router Board rb750 gl, Mikrotik Router Board Metal 2SHPn)
- All kind of CAT 5 and CAT 6 installation and rj-45, rj-7 & rj-11 connectors.

LANGUAGE

Fluent read, write & speak English &Urdu.

REFERENCES

Will be provided on your king requisition.