KHITAB AFRIDI



CONTACT INFORMATION

Cell: +92-307-7126347

Email: Khitab.afridi11@gmail.com

Postal Add: Payyan Surkamar tehsil Jamrud Dist. Khyber, KPK, PAKISTAN

PERSONAL INFORMATON

Father Name: Shah Wali Khan

Nationality: Pakistani
Passport #:

Date of Birth: 09th June 1993

PERSONAL SKILL

- Good Communication
- Efficient Decision Making
- Flexible Attitude
- Leadership
- Team working abilities
- Problem Solving attitude

IT SKILL

- MS Office
- Operating System
- Internet Surfing

LANGUAGES

- English
- Urdu
- Pashto

ACHIEVEMENTS

 HBL Exceptional performer for the year 2016 & 2019.

Personal Profile

A Committed Professional with a genuine interest in improving patient experience and customer service, focused on compliance. I Am A Self-Motivated Hardworking Individual Who Worked On Challenging And Interesting Assignments

Professional Experience

Organization: MCB Bank Limited

Tenure: 12thFeb 2020 to 7th Dec 2021

Working as a Teller services Officer

- Daily ATM Balancing/ Replenishment and Operation.
- Deal Home Remittance customers, process the transaction and payment.
- · National prize bond sell & purchased.
- Screening of walking customer CNIC.
- Biometric verses of the customer when needed.
- Vault, cash checking & balancing.
- To ensure proper posting and checking of all instruments with the report

Organization: HABIB BANK LIMITED

Tenure: 05th may 2016 to 08th Feb 2020

Working as Cash Officer

- Receiving of clearing cheque (O/W, I/W, OBC, IBC,)
- Payment and receiving of cash and balancing of cash vault.
- Payment & receiving of foreign currency (USD, GBP, EURO).
- National prize bond sell & purchased.
- Receiving of utility bills & managing its scroll daily.
- To ensure proper posting and checking of all instruments.
- Fund Transfers.
- Daily ATM Balancing/ Replenishment of outstanding, excess and short cash of ATM.
- ATM cards retained in ATM are to be balanced daily.
- Issuance of Payment Order and Demand Drafts.
- Deal Home Remittance customers.
- Apply ATM card and cheque books for the customers.
- Balancing of Cheque books and ATM card.

Educational Vitality

Bachelor of Physical science: (Double math & Physics)

From: University of Peshawar



DOMICILE CERTIFICATE

Certified that Mr./Miss. Khi Tab Alarich

son/daughter of Shock Work Khan

belongs to a recognized tribe of Alarich

Section Kuki Subsection Too & Khal

residence/village Soo & Kamay Termon

and his/her father is a permanent bonafide resident of the tribal area of

Khyber Agency. He/She is an eligible candidate to avail himelf/hefself

of the seats reserved for the special areas of the Peshawar Division

Attested

amend Kbyber Agency

Countersigned

backward area of Khyber Agency.

S.No. PB 3284964

S.No.





PROVISIONAL AND DETAILED MARKS CERTIFICATE SECONDARY SCHOOL CERTIFICATE EXAMINATION SESSION ANNUAL-2010

Khitab Afridi

Roll No 154218

SCIENCE

Group

Son/Daughter of Shah Wali Khan

of THE NATION PUBLIC SCHOOL JAMRUD KHYBER AGENCY

has secured the marks shown against each subject, in the Secondary School Certificate Examination held in the month of March 2010 Ex-Student

Subjects		MARKS OBTAINED						
	Marks	9Th		1	0Th			
	marks	Theory Paper A	Practical Paper B	Theory Paper A	Practical Paper B	Total	In Words	
1. English	150	43	**	48		91	Ninety-One	
2. Urdu	150	51		52	-	103	One Hundred Three	
3. Islamiyat (Comp)	75	55	-	1+4.		55 /	Fifty-Five	
4. Pakistan Studies	75	170	-	44	-	44 6	Forty-Four	
5. Maths	150	69	-	51		120 /	One Hundred Twenty Only	
6. Physics	150	37	7	44	10	98 /	Ninety-Eight	
7. Chemistry	150	40	6	44	9	99	Nipety-Nine	
8. Biology	150	44	7	51	9	111	Ope Hundred Eleven	

Total 1050

721-B Seven Hundred Twenty-One Only-

MI

MANWAY

Controller of Examinations Date of Birth: 09th June, 1993 rd of Intermediate and Secondary Education Peshawar

Checked by:

Issue Date: 18-05-2012

Note: Error(s) / Ommission(s) excepted. Any mistake in above particulars must be intimated within 30 days of the issuance of this ce



PESHAWAR

PROVISIONAL AND DETAILED MARKS CERTIFICATE
INTERMEDIATE & SFCONDARD

S.No. PB

250954

2309545



INTERMEDIATE (ANNUAL) EXAMINATION, 2012

PRE-ENGINEERING (Part-II)

Khitab Afridi

Son / Daughter of Shah Wali Khan

of P.E.F POST GRADUATE COLLEGE UNIVERSITY TOWN PESHAWAR

has secured the marks shown against each subject in the H S S C Examination held in the month of

April 2012

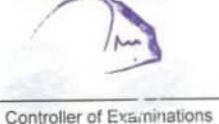
Ex-Student

		Marks Obtained						
Subjects	Marks	Part-I		Part-II		Total	Marks in Words	
		Theory	Pract	Theory	Pract	-		
English	200	45		56	-	101	One Hundred One	
Urdu	200	57		66	**	123	One Hundred Twenty-Three	
Islamic Education	50	37	+		-	37	Thirty-Seven	
Pakistan Studies	50	-		35	**	35	Thirty-Five	
Mathematics	200	60		80		140	One Hundred Forty Only	
Physics	200	58	7	58	12	135	One Hundred Thirty-Five	
Chemistry	200	67	6	53	13	139	One Hundred Thirty-Nine	
	1 4400				Г	710.B	Seven Hundred Ten Only	

Total:

1100

Remarks .



Checked By :

Date of issue:

25-07-2012

Note: Error(s)/Omission(s) excepted. Any mistake in above particulars must be intimated within 30 days of the issuance of this certificate

CHANACHAN MANACAN CANACAN CANA بسالسالجنزالجيمل S NO. ____96066 Roll No. 85492 Group. Pre-Engineering Marks Improved Board Of Intermediate & Secondary Education **PESHAWAR** Chyber Pakhtunkhwa (pakistan) SESSION 2012- ANNUAL This is to Certify that _____ Khitab Afridi Son of Shah Wali Khan Ex-student of P.E.F Post Graduate College University Town Peshawar Registered No. 0229-B/PEFM-2009 has passed the Intermediate Examination of the Board of Intermediate & Secondary Education, Deshawar held in April, 2012. He obtained ______ marks out of 1100 and has been placed in grade ____ B Representing Very Good . The examination was taken as a whole. Issued in lieu of Certificate Roll No 60052 (Inter Annual 2011) This Certificate is issued without alteration or erasure.



University Ol Peshawar

Pakistan.

Detailed Marks Certificate

Bachelor of Science

Part-1

Annual Examination 2013

Govt: Degree College For Boys Hayatabad Peshawar



Regular

Name: KHITAB AFRIDI

Father's Name: SHAH WALI KHAN

Gender:Male

Roll No: 249

Registration No: 2011-BHAP-1424

Papers	Max Marks	Marks Obtained		
1000 Martin 17		In Figures	In Words	
Physics	75	26	Twenty Six	
A Course of Mathematics	75	46	Forty Six	
B Course of Mathematics	75	60	Sixty Only	
Islamiyat(Comp)	60	31	Thirty One	

Errors & omissions are subject to subsequent rectification

Chances Availed: 2

The Examination was taken in Parts

Examination held From 05-Jun-2013 to 08-Jul-2013

Result Declared on Thursday, September 12, 2013

Issue Date: 13-Sep-2013

3:24 pm

Computerzed by RTC

Rashid Whan

(Prof. Dr. Rashid Khan)
CONTROLLER OF EXAMINATIONS
UNIVERSITY OF PESHAWAR



University Of Peshawar

Schisten

Detailed Marks Certificate

Bachelor of Science

Part-2 Annual Examination 2013

Govt: Degree College For Boys Hayatabad Peshawar



Regular

Name: KHITAB AFRIDI

Father's Name: SHAH WALI KHAN

Gender:Male

Roll No: 40268

Registration No. 2011-BHAP-1424

Division:1st

P	Max Marks	Marks Obtained		
Papers	max marro	In Figures	In Words	
Physics	75	33	Thirty Three	
A Course of Mathematics	75	49	Forty Nine	
E Course of Mathematics	75	63	Sixty Three	
Pak Studies	40	23	Twenty Three	
Part-I 249:Annual-2013	285	163	One Hundred and Sixty Three	
Part-2	550	331 Three Hundred and Thirty One		

Errors & omissions are subject to subsequent

Chances Availed: 1

rectification

The Examination was taken As a Whole

Examination held From 05-Jun-2013 to 08-Jul-2013 Result Declared on Thursday, September 12, 2013 Issue Date: 13-Sep-2013

6:08 pm

(Prof. Dr. Rashid Khan)

(Prof. Dr. Rashid Khan)
CONTROLLER OF EXAMINATIONS
UNIVERSITY OF PESHAWAR

Disriputoresid by 1970



SCHUNAIZIA



INSTITUTE OF ENGLISH LANGUAGE

COURSE COMPLETION CERTIFICATE

is hereby awarded to

Mr. Khitab Afridi s/0 Shah Wali Securing Overall 80% Marks in Grammar Course



Session: Jun 12, 2007 To Aug 12, 2007

August 30, 2007



Director, SRDO



Administrator Stekator Administrator Schunaizia Institute of English Language



SCHUNAIZIA INSTITUTE OF ENGLISH LANGUAGE

This result sheet should

- be kept in good condition.
- not be written anything on.
- be covered
- be signed by the teacher.
- be brought at the time of admission.

In case of losing the result sheet, the student is supposed to contact the office immediately.

o u r 0 е e d

T-1352, Behind Jabir Flats, Arbab Colony, University Road, Peshawar. Tel: +92-91-7109309 http://siel.srdo.org E-mail: siel@srdo.org



RELIEF & DEVELOPMENT ORGAI

RESULT SHEET

This result sheet shows the holder's performance n one semester.



SCHUNAIZIA INSTITU

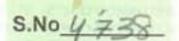
ENGLISH LANGUA

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Issue Date 26-8-2006

COMPUTER INSTANCES HANDER





CERTIFICATE OF ACHIEVEMENT

This is to certif	that Mr.	/Mrs. Khitak	. Afridi
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Son/Daughter of 4. Shah. wali has successfully completed

Complete Internet

computer course held from....19 - 6 - 2006 to . 19 - 8 - 2006 at

Cisco Computer Institute Peshawar.

PRINCIPAL

INSTRUCTOR





