



# ZAIN HASSAN

## OBJECTIVE

To work in progress and challenging environment opportunities for career growth, where I can interactively use my professional qualification / experience and interpersonal skills.

## EXPERIENCE:

- **Book keeper & Supervisor**

6 Months experience as Bookkeeper and Supervisor  
Handling Accounts Manually.

## EDUCATION

M.Sc (Accounting & Finance)	3.03 CGPA	(2023)
B.Com	59% Marks	(2021)
Intermediate (I.Com)	68% Marks	(2018)
Matric	68% Marks	(2016)

## INTERPERSONAL SKILLS

- Self motivated person
- Team working ability
- Ability to divide a task into short achievable goals
- Organizational skills and ability to manage the deadlines

## COMPUTER SKILLS

- MS Office (Word, Excel, PowerPoint)
- Data Entry
- IT Management

## EXTRA CURRICULAR ACTIVITIES

- Good Player of Cricket
- Newspaper Reading
- Books Reading
- Travelling

## REFERENCES

- Will be furnished upon request

## PERSONAL INFORMATION:

Father's Name: Irtaza Hassan Bhatti  
Date of Birth: 7th November, 1999  
Marital Status: Un-Married  
Religion: Islam

## PASSPORT DETAILS:

Passport #: BJ6806142  
Issuing Auth: Govt. of Pakistan  
Expiry Date: 08-April-2028

## VISA DETAILS:

Visa Status: Visit Visa  
Place of Issue: Sharjah UAE  
Expiry: 22-April-2024

## CONTACT ME:



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## COMMUNICATION SKILLS

- Interpersonal Communication Skills
- Able to communicate vertically and horizontally in an organization
- Can speak different languages

English, Urdu, Saraiki, Punjabi