

IRFAN ULLAH

Postal Address: Village Ambiri Killa P/O Ghundi Killa,
Tehsil Takhte Nasrati District Karak,
Khyber Pakhtunkhwa Pakistan.

Email: irfanktk937@gmail.com

Cell: 00971-551455327



OBJECTIVE:

- To work in a progressive organization that has strong business values and healthy work environment, to utilize my abilities in the best interest of my employer and my personal growth.

KEY SKILLS:

- Microsoft Office (Word, Excel, and PowerPoint).
- Excellent customer service and Filing System
- Excellent communication skills.
- Accounting Record Keeping

PERSONAL INFORMATION:

- **Full Name** : Irfan Ullah
- **Father Name** : Fazal Badshah
- **Date of Birth** : 19-05-1993
- **Passport no** : LK2746962
- **N.I.C.** : 14203-7766696-1
- **Domicile** : Karak (KP)
- **Nationality** : Pakistani

ACADEMIC QUALIFICATION:

Degree	Session	Discipline	University/ Board
BBA	2016	Finance	Agriculture University Of Peshawar
D. Com	2011	Accounting	BTE Peshawar
SSC	2009	Science	BISE Kohat

CERTIFICATIONS:

- 2 years of experience sales man in mobile shop
- 2 years of experience in single entry of Accounting
- 03 Weeks Internship in PTCL.
- 06 Months Course of MS Office.

COMPUTER SKILLS:

- MS Office. (Word, Excel & PowerPoint)

DRIVING LICENCE:

- United Arab Emirates Light Vehicle
- Pakistan Motorcycle, Motorcar, Jeep

LANGUAGES:

- English, Urdu and Pashto.