Sarmad Naeem

Email: Sarmadsaimi3322@gmail.com
Adress: Al Qouz 2, Industrial Area, Dubai, UAE
Mobile: 0522024786

Summary

To make life challenging through a creative and competitive environment where I have the opportunity to assert strong sense of responsibility to know about the real world lead ahead of me.
Fast and effective I want to be part of your success by offering high quality work,responsibility and keeping deadlines.

Employment History

Global pharmaceutical pvt
Data entry operator - jhelum (June 2014 - December 2015)

Al Hameed Currency Exchange
Cashier and Data entry operator - jhelum (Feb 2016 - Oct 2018)

National bank of fujairah (USG)
Security Guard/ Receptionist - Burdubai (2018 - Present)

Skills

Adobe photoshop
MS Office
Internet
Computer Hardware and software installations
Basic computer applications
Computer Hardware
Able to lead or to work as a part of a team

General repair and maintenance of Computer
Assembling/Disassembling of Computer
Computer upgradation
Dealing with customers
Social Media

Education

SSC
Government Comprehensive high school jhelum Pakistan - Jhelum - Punjab Pakistan (Nov 2010 - July 2012)

Biology, Physics and chemistry - Nov 2010 - July 2012

ICS
Post graduate college G.T Road Jhelum Pakistan - Jhelum - Punjab Pakistan (Oct 2012 - November 2014)

Computer, Statistics, and Mathematics - Oct 2012 - November 2014

BSc
Bukhari college science and Commerce (University of Gujrat) - Jhelum - Punjab (09-Aug-2016)

Bachelor's in Computer science (Computer,Statistics And Mathematics) - 09-Aug-2016

Vocational training institute - Jhelum - Punjab Pakistan (2017)

Diploma in Computer hardware and Networking - 2017

Language

English	Punjabi
Urdu	Hindi

Contact Information

Full Name: Sarmad Naeem
Date Of Birth: 24-08-1995

Address: Al Qouz 2, Industrial Area, Dubai, UAE

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