



# Ashfaq Ahmed

DATA ENTRY OPERATOR

## PERSONAL INFO

Experienced data entry operator with a proven track record of accurately inputting large volumes of data with meticulous attention to detail.

## CONTACT

📍 Musaffah no 9 Abu Dhabi

📞 00971567005902

✉️ ishfaqcmn@gmail.com

Visa Status: VISIT VISA

## EDUCATION

**2013 University of Balochistan**  
Master In Arts,  
2013

**2011 University of Balochistan**  
Bachelor in Arts,  
2011

**2006 Balochistan Board**  
Faculty of Arts,  
2006

**1998 Balochistan Board**  
Matriculation,  
1998

## SKILLS

Fundamental software applications

Problem Solving

Creativity

Graphic Design

## EXPERIENCE

DATA ENTRY OPERATOR

***Al-badar international, Abu Dhabi***  
**2007-2010**

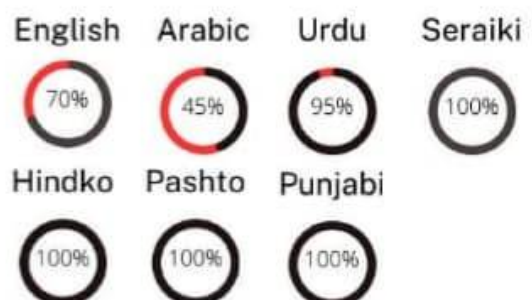
- Proficient in accurately entering large volumes of data with meticulous attention to detail.
- Skilled in problem-solving, identifying discrepancies, and resolving issues to ensure data integrity and accuracy
- Demonstrated ability to manage time effectively, meet tight deadlines, and maintain high levels of productivity

SAFETY OFFICER

***National Pipe Industry & Construction Company***  
**2012-2018**

- Implement and enforce safety regulations, policies, and procedures to ensure a secure work environment
- Conduct regular inspections and audits to identify hazards, assess risks, and recommend corrective actions.

## LANGUAGE







ANNOTATIONS

Religion  
**ISLAM**

Previous Passport  
**UD1151032**

HOLDER'S SIGNATURE OR THUMB IMPRESSION

حامل ہذا کا دستخط یا نشان انگوٹھا

NOT VALID WITHOUT SIGNATURE OR THUMB IMPRESSION

یہ پاسپورٹ بغیر دستخط یا نشان انگوٹھا ناقابل استعمال ہے۔

2

6 1 3 5 8 7 5 6

یہ پاسپورٹ سوائے اسرائیل کے دنیا کے تمام ممالک کے لئے کارآمد ہے

THIS PASSPORT IS VALID FOR ALL COUNTRIES OF  
THE WORLD EXCEPT ISRAEL.

3

دولة الامارات العربية المتحدة  
UNITED ARAB EMIRATES

إقامة  
RESIDENCE

وزارة الداخلية

استوفيت الرسوم



KE927239

12

جدة الإصدار : ابوظبي  
Place of Issue

الملف : 101/2007/2/261126  
File

الاسم : اشفاق احمد منصور احمد  
Name

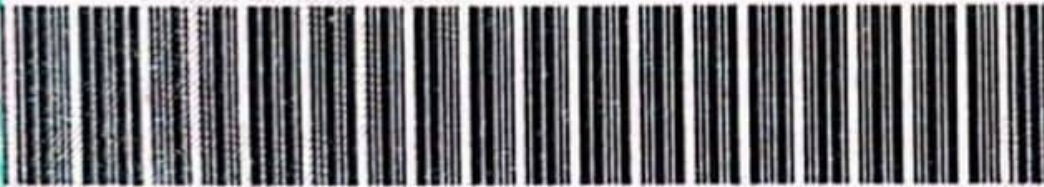
عدد المرافقين : لا يوجد  
Accompanied by

رقم الجواز : KE 927239  
Passport No

المهنة : عامل عادي  
Profession  
الكفيل : البدر للانشاءات والمقاولات العامة  
Sponsor

تاريخ الانتهاء : 2011/01/30  
Expiry Date

تاريخ إصدار الإقامة : 2008/01/31  
Issue Date



0 3 1 0 1 2 0 0 7 0 2 2 6 1 1 2 6

تعتبر الإقامة لاغية اذا تجاوز حاملها الإقامة خارج دولة الامارات مدة ستة اشهر

Residence Permit becomes invalid if bearer resides out of the U.A.E. for more than six months.



## Not Permitted to Work

5959324616

**E313430554**

[illegible]

1151031<<7PAK8204027M20101472140611176<<<<<

دولة الامارات العربية المتحدة  
UNITED ARAB EMIRATES



إقامة  
RESIDENCE

استوفيت الرسوم



جهة الإصدار  
ABU DHABI

عدد المرافقين  
لا يوجد

101/2007/2/0261126

الرقم الموحد  
19935178 U.I.D. No

الملف  
File

رقم الجواز  
1151031 Passport No

الاسم  
ASHFAQ AHMED MANZOOR AHMED

ORDINARY LABOURER

المهنة  
غامل عادي Profession

الكفيل  
AL BADER CONST. & GENERAL CONTRACTING

تاريخ الانتهاء  
2013/01/25 Expiry Date

تاريخ إصدار الإقامة  
2011/01/26 Issue Date



0 3 1 0 1 2 0 0 7 0 2 0 2 6 1 1 2 6

تعتبر الإقامة لاغية إذا تجاوز حاملها الإقامة خارج دولة الامارات مدة ستة اشهر

Residence Permit becomes invalid if bearer resides out of the U.A.E. for more than six months.

التوقيع  
Sign.



PAKISTAN

ISLAMIC REPUBLIC OF PAKISTAN

National Identity Card



Name

Ashfaq Ahmed

اشفاق احمد



Father Name

Manzoor Ahmed

منظور احمد



Gender

M

Country of Stay

Pakistan

Identity Number

13101-3695103-1

Date of Birth

02.04.1982

Date of Issue

28.02.2023

Date of Expiry

28.02.2033

Holder's Signature



موجودہ پتہ: نزد ریڈیو اسٹیشن، مکان نمبر 106، شریٹ

13101-3695103-1

نمبر 1، بلاک بی، محلہ کاسٹر ٹاؤن، سرکل

نمبر 1، تحصیل و ضلع ٹوبہ

مستقل پتہ: نزد ریڈیو اسٹیشن، مکان نمبر 106، شریٹ

نمبر 1، بلاک بی، محلہ کاسٹر ٹاؤن، سرکل

نمبر 1، تحصیل و ضلع ٹوبہ



107051183552  
121-82-586066

Registrar General of Pakistan

گمشدہ کارڈ ملنے پر قریبی لیٹر بکس میں ڈال دیں

Ref. No. AB/5139/11

Date: 12 March 2011

**EXPERIENCE CERTIFICATE**

Name : ASHFAQ AHMED  
Nationality : Pakistani  
Passport No. : KE 927239  
Position : Data Entry Operator  
Period of Employment : From 19-01-2008 to 25-02-2011  
Performance : Satisfactory  
Reason for leaving : Resignation



**IRFANULLAH MALIK**  
**GENERAL MANAGER**



Certificate No. I H 067063

Roll No. 9164

**Balochistan Board of Intermediate and Secondary Education**  
**Quetta**



**INTERMEDIATE**  
**Annual / ~~Mid~~ / ~~Annual~~ Examination, 1st 2006**

**HUMANITIES GROUP.**

This is to Certify that Ishfaq Ahmed  
son/daughter of Manzoor Ahmed  
Registration No. 3372/06, has duly passed the Intermediate Examination of  
the Balochistan Board of Intermediate and SECONDARY EDUCATION, Quetta,  
held in the month of May, 2006 19, as a Regular/Private  
candidate of the District Zhob  
in the subjects mentioned below:-

17398806

- |                                     |                    |
|-------------------------------------|--------------------|
| 1. Urdu                             | 4. History         |
| 2. English                          | 5. Islamic Studies |
| 3. Islamic Education & Pak. Studies | 6. Civics          |

He/She has obtained 543 marks in the aggregate out of  
1100 and has been placed in the Second DIVISION.

The Examination was taken as a whole/~~by parts~~.

  
ASSISTANT SECRETARY

Dated 02-12-2010  
Quetta, the

  
SECRETARY

This Certificate is issued without alteration or erasure.

ADA 0050406

Roll No. 9842

REVISED



**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION**  
**Abbottabad N.W.F.P. Pakistan**  
**Secondary School Certificate Examination**  
**SESSION ANNUAL 1998**

THIS IS TO CERTIFY THAT ASHFAQ AHMED

Son/Daughter of MANZOOR AHMED

and a student of GOVT HIGH SCHOOL RAJOYA, ABBOTTABAD

has passed the Secondary School Certificate Examination of the Board of Intermediate and Secondary Education, Abbottabad held in May 1998.

as a *Regular/Private candidate*. He/She obtained 393 Marks out of 850

and has been placed in Grade D Representing FAIR

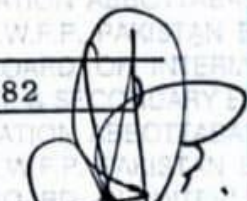
The Candidate passed in the following subjects.

- |            |                     |            |              |
|------------|---------------------|------------|--------------|
| 1. English | 3. Islamiyat        | 5. PHYSICS | 7. CHEMISTRY |
| 2. Urdu    | 4. Pakistan Studies | 6. MATHS   | 8. BIOLOGY   |

He/She has been awarded Grade D on the basis of internal assessment by the Institution concerned.

Date of birth according to admission form is TWELFTH APRIL  
one thousand nine hundred and EIGHTY TWO (12-04-1982)

  
Asst. Secretary

  
Secretary

This certificate is issued without alteration or erasure.

# UNIVERSITY OF BALUCHISTAN QUETTA. (Pakistan)



Transcript of Study

Book No. 1732

Serial No. 27

2013/UB-2011/A(P)47137.

Roll No. 373A

Registration No. \_\_\_\_\_

Name Asif Ali Ahmed

Son/D/of MANZUR AHMED

Degree Conferred M.A. INTERNATIONAL Status: Regular Student

He/She attended the Academic Session RELAT INE XXX of XXX weeks and passed the

Annual/Supplementary Examination, 20 13, after 07 attempt/s.

## COURSE STUDIED

S. No.	TITLE	Marks Obtained	Maximum Marks
1.	PRINCIPLE OF INTERNATIONAL RELATIONS	45	100
2.	INTERNATIONAL ORGANIZATION	50	100
3.	SCHOOL ORG: AND MANAGEMENT	53	100
4.	INTERNATIONAL LAW	66	100
5.	FOREIGN POLICY ANALYSIS	40	100
	FUNCTIONAL ENGLISH	24	050
6.	FOREIGN POLICY OF PAKISTAN	43	100
7.	INTERNATIONAL POLITICAL ECONOMY	64	100
8.	STRATEGIC STUDIES	62	100
9.	SOUTH ASIA	64	100
10.	ESSAY	50	100
	( FIVE HUNDRED AND SIXTY ONE )		

(Securing 60% and above)

(Securing 45% less 60%)

(Securing 33% less 45%)

Total

561

1050

Division SECOND

Distinction XXXX

Prepared by [Signature]

Checked by [Signature]

Dated 30/12/2011

(Assistant Controller of Examinations)  
(CERTIFICATES)

University of Balochistan, Quetta.



# UNIVERSITY OF BALOCHISTAN

QUETTA. (Pakistan)

1515

Transcript of Study

Book No.

58

Serial No.

Roll No. 27820.

Registration No. 2003/UB-2011/A(P) 47137.

Name | SHAQ AHMED.

Son/D/of MANZOOR AHMED.

Degree Conferred BACHELOR OF ARTS

Status: Regular/For Student/Private.

He/She attended the Academic Session XXX of XXX weeks and passed the

Annual/Supplementary Examination, 2011, after FIRST attempt/s.

## COURSE STUDIED

S. No.	TITLE	Marks Obtained	Maximum Marks
1.	ENGLISH.	80	200
2.	ISLAMIC EDUCATION.	28	050
3.	PAKISTAN STUDIES.	30	050
4.	POLITICAL SCIENCE.	80	200
5.	SOCIOLOGY.	99	200
6.	PERSIAN OPT:	73	100
( THREE HUNDRED AND NINTY ONLY )			
		Total	390
			800

Division SECOND.

Distinction XXXXX

Prepared by 7

Checked by X

06/02/2014

(Securing 60% and above)

(Securing 45% less 60%)

(Securing 33% less 45%)

(Assistant Controller of Examinations)  
(CERTIFICATES)

552

214/181

51031



Embassy of Pakistan, Abu Dhabi  
ABD21808J

الإمارات العربية المتحدة  
UNITED ARAB EMIRATES  
وزارة الخارجية  
Ministry of Foreign Affairs  
and International Cooperation

Date : 22/05/2024 14:55 : التاريخ  
No : 24145095743 : رقم  
Fee : AED 150 : رسوم : درهم إماراتي



تعليق على صحة علم و توقيع  
سفارة جمهورية باكستان الإسلامية  
تكون تعهد أي مسؤولية تجاه المستلمين

17398806

	Seal & Signatures of MOFA Pakistan attested
	The Embassy of Pakistan assumes no responsibility for the contents of the document
	Date: 21 MAY 2024

Checked By :  
Muhammad Waseem Abbas  
Third Secretary

Attested  
Ghulam Mustafa Anjum  
Assistant Director (Con-II)  
Ministry of Foreign Affairs  
Islamabad



ATTESTED

219674

ATTESTED



Muhammad Iqbal Khan Khel  
Assistant Secretary (M&C)  
INTER BOARD COMMITTEE OF CHAIRMEN  
GOVERNMENT OF PAKISTAN  
MINISTRY OF EDUCATION  
ISLAMABAD

03 JAN 2011

01 JAN 2011