

CURRICULUM VITAE



Name: Muhammad Naveed

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Permanent mailing address

AI Quoz Industrial Area 4
15A Street MCR Camp Near AI Quoz Mall

PERSONAL DETAILS

Father's Name : Abdul Aziz

Date of birthday : 11-09-2004

Gender : Male

Language known : Urdu & English

Marital status : Unmarried

Hobbies :
Internet, Carpenter work, technical skills,
writing & reading , photography,

Passport details

Passport No: DJ 9678831

Visa status: 2 year

Issues date: 9 January 2024

Expire date 8 January 2026

Company Name: BIL QARAB
FOR PARTIES & EVENTS
FILMING EST.

Career Objective

Seeking a position to utilize my skills and abilities in the industry that offers challenge and professional growth while being resourceful innovation and flexible

Academics

High secondary school (ICS)

Computer Diploma

CCA

Skills and abilities

MS Office (MS Word, Excel & Power Point)

Data Entry any POS Software

Bookkeeping work on Excel

MS Excel work

Manage Storekeeping

Work Experience

Sales men inside in Dubia

Beeyem star General trading LLc

Aspire College For Boys Dera Ghazi Khan

Data Entry

Data Verification

Data Maintenance

File Management Reporting

Admissions portal on web browsing

Strength

Punctuality, Sincerely, Flexibility and Hard Working.

Declaration:

I hereby declare that the given above information is true to the best of my knowledge and belief and can be supported with reliable documents when needed.