

WAJID HUSSAIN

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OBJECTIVE

I am looking for a challenging and satisfying career opportunity in a congenial working environment and prospects for continuation of professional learning and growth along with the progression of company.

EXPERIENCE

Sep 2014 -
Till date

Al falah security and sefty services company

PSBD license security gaurd 8 years experience

- 2 - years worked as camp coordinator.
- 2 - years worked at kizad Port as a control room operator.
- 1- year worked as security officer in alfoha moll Alain uae.
- 1 - year worked as security officer in ministry of justice abu dhabi.
- 1 - year worked as security officer in alfahim motors Abu Dhabi.
- 1 - year worked as security officer in beach Rotana international hotel Abu dhabi.

January
2007 -
December
2009

Aga khan development network(MERP)

Field accountant

Two years of working experience as field accountant in aga khan development network (MERP) social mobilization section multi - input earthquake reconstruction program in Kashmir.

Key responsibilities

- Auditing the financial records of vo/vwos.
- Prepare audit report.
- Train the members of the audit committees.
- To check the basic record keeping of vo/vwo.

2010 - 2012

Global immigration management (UK based)

Manager /visa consultancy

Two years worked as a manager in UK based organization named, UK learning center in dadyal Azad Kashmir.

Key responsibilities.

- Enrolment of the student.
- Logistic work.
- online students exam arrangements.
- Staff salaries preparation.
- prepared spous visa case file.

2012 - 2013

BISP(banazir income suport program)

Site incharge

1 year worked as a site incharge in banizer income suport program in district hattain bala.

Key responsibilities

- Verification of clients.
- Issuing BISP card.
- Activation of BISP card.
- Manage and control the office staff.

EDUCATION

2007

University of the punjab

Bachelor of commerce

2nd division

2004

Azad Jammu and kashmir board of intermediate and secondary education mirpur.

Intermediate examination

2nd division

2002

High school gujar bandi

Secondary school certificate examination

2nd division

SKILLS

- Self motivated. Ability to work independently in remote locations. Good Communication skills. Willing to travel in field. Excel at multitasking in a fast placed environment completing projects with time and budget constraints.

TRAININGS AND WORKSHOPS:

- 1-PSBD (private security business development) security licences valid up to 01/08/2023. 2-Fire fighting trainings 3-First Aid trainings. 4-Advanced accounting organized by AKRSP (chatar) in muzaffarabad. 5-Training of auditing organized by AKDN-MERP, Islamabad Pakistan. 6-Booking keeping training by MERP. 7-Emergency response training by DRM section of MERP. 8-Gander awereness and sensitization training by MERP. 9-Ten days training on concept documentation by AKDN-MERP. 10-six months working experience at NBP Chinari branch as internee.

ACTIVITIES

- Internet surfing, watching movies, listening songs. Reading books. Playing games.

LANGUAGES

- English, Urdu, Arabic.

PERSONAL DETAILS

- Date of Birth : 25/12/1984
- Marital Status : Married
- Nationality : Pakistani