

Syed Yousaf Ali Shah

Computer Professional

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Personal Summary

Analytical, confident & able to face challenges in fast paced environment. Outstanding communication skills, Hardworking, enthusiastic & workload bearer. Tendency to carry out the "work" as per SOPs & Specs.

PERSONAL DETAILS

Mobile: 0308-4299813

Email:
Yousafali12490000@gmail.com

Nationality: Pakistani

Marital Status: Married.

Dob: July-28-1997

Residence: Flat No. 5, JCO
Block-3, COD, Rashid Minas
Road, Karachi

ACADEMIC QUALIFICATION

Matriculation form
(APSACS) 2015.

Intermediate (Pre Eng.) in
2016, Lahore

B.Com from Lahore Garrison
University.

COMPUTER SKILLS

Excel, MS Word, Power Point,
Net Application

LANGUAGES KNOWN

English, Urdu,

Interests & Hobbies

Spending time with family
Reading all topics,
Sports, ITS Research

Professional Knowledge

During my studies and personal research, I learned the following skills:

1. **'C' Language Applications**
2. **MS Word Composing and Layouts**
3. **MS Excel Forms and Calculations**
 - a. Form Designs
 - b. Formulae
 - c. Fields
4. **Software**
 - a. Windows XP, 7, 8 and 10 Installation
 - b. Driver Installations
 - c. Windows Configurations
 - d. Router Installation and Configuration
 - e. Email Setup and Browsers
5. **Hardware**
 - a. PC Assembling
 - b. Board upgrade
 - c. RAM, ROM, HD, Processor Installations
 - d. General Troubleshooting
6. **Experience**
7. Presently I am serving Rios International SJS as a Branch Manager from last 2 years.
8. Served khaadi from (Jan-2017 to Nov-2020) as concept Lead manage floor staff Responsible for inventory reconciliation, goods receiving sales targets etc.
9. 7 months experience in Data Entry in Chase value center Gulshan BR.
10. 2 years' Experience in Hyper star 6 months as an Assistant In charge in Cosmetic Depart.
11. 3 Months Experience in Cosmetic in Lahore Dubai Mall Fortress Square.
12. 9 Months in Mall of Lahore at L'Oreal Paris Brand.
13. 3 Months Experience in Saima Mall in kids and kids
14. 2 activities in Coca Cola Brand
15. Served with Chase Value Centre (Gulshan br.) as salesperson since January 2016. Responsible for inventory reconciliation, goods receiving, customer handling confidently and guiding them properly and in-charge of Warehouse and color cosmetics.