

Muhammad Yahya

BBA student

To build a career in a growing organization, where I can get the opportunity to prove my ability by accepting challenges, fulfilling the organizational goal and climb the career ladder through continuous learning and commitment.



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EDUCATION

BBA

Suffa University

07/2020 - Present

CPA 3.7

3 hours - 3 days

Intermediate

DHA CSS Degree campus

03/2018 - 04/2020

Matriculation

DHA CSS SKBZ campus

04/2016 - 05/2018

WORK EXPERIENCE

Intern

JS Bank

07/2021 - 08/2021

Achievements/Tasks

- Worked closely with the bank in its COVID 19 vaccination
- Vaccination drives
- valuable contributions to the department and the project

Employee

HRSG Outsourcing (pvt.) Ltd.

07/2019 - 08/2019

Achievements/Tasks

- Successfully completed the assigned tasks
- Participated in project management
- Learnt documentation

SKILLS

Constructive communication

Leadership

Time management

Coaching potential

Hardworking

Quick learner

MS word, Office, Powerpoint

ACHIEVEMENTS

Suffa University

Actively launched 3 inter University football tournaments Participated and won debate competitions Planned and organized events

LANGUAGES

English

Full Professional Proficiency

Urdu

Full Professional Proficiency

Sindhi

Full Professional Proficiency

INTERESTS

Football

Quran recitation

Event management

Travelling