

Date Of Birth : 16 - Jan

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Mohammad Hamza Khan

SKILLS

- Advanced level knowledge in the field of Electronics and extensive experience in the repair and handling of electronic-appliances.
- High efficiency in Data Entry tasks and maintaining spreadsheets. (Excel, Google Sheets etc)
- MS Office (Word, Excel, Outlook, Powerpoint, OneNote, Access)
- High level knowledge of computer Hardware and expertise in troubleshooting
- GOOD knowledge of Networking and Routing
- Sufficient awareness about Social Media platforms and their usage
- Command over English, both verbal and written
- Confident, articulate, and professional speaking abilities (and experience)
- Above average IQ and interest in problem solving
- All Basic Knowledge about Printing , Scanning , Fax
- Quick in learning new things and adapting in solving new problems

EXPERIENCE

Pakistan Telecomm. Company Ltd (PTCL) , Karachi – *Technician*

- 2 Years experience as Technician at Telecommunication and Maintenance in PTCL.

Habitat Building Services, Tanzania – *Sales Manager*

- 5 Years experience in Furniture Sales Stock Management, Marketing and Keeping Account.

Novatex Limited, Karachi – Supervisor

- Gained experience (1 Year) in managing people and keeping records.

EDUCATION

Govt. Jamia Millia Polytechnic Institute, D.A.E, Karachi

Diploma in Associate Engineering (D.A.E) in the field of Electronics passed with distinction in the year 2011

English Language, British English Language Centre, Karachi

1 Year English Language Course Done from (British English Language Centre)

IELTS, British English Language Centre, Karachi

IELTS course done from British council acquired with 5.5 bands

Superior Science College, Shah Faisal Colony – Intermediate

Completed my Intermediate from Sindh Board of Education in Pre-Engineering with flying colors, 2010.

Mufad-e-Niswan Sec School, Shah Faisal Colony – Matriculation

Completed my Matriculation from Sindh Board of Education in Science, 2007.

EXTRA-CURRICULAR ACTIVITIES

Actively participated in different extra-curricular activities during my academic years, especially participated in Speech Competition and different games like Cricket, Football.