CURRICULUM VITAE.

**Syed Heimam Raza Shah.**

Email: shahcheenu@gmail.com.

# OBJECTIVE:

I am dedicated person who is totally committed to get the work done with the maximum perfection in first attempt, I am enthusiast and fast learner, capable of working individually or as a team, I keep working on my own to improve my skills, I am seeking a position where I can develop and learn while giving my best to an employer.

# PERSONAL INFORMATION:

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| Father Name. | : | Syed Yousuf Raza Shah. |
| Date of Birth. | : | 20-10-1997. |
| Contact. # | : | 0334-3631-938. |
| Pakistani Citizenship. # | : | 42201-8101119-3. |
| Marital Status. | : | Single. |
| Address. | : | Flat No : B-307, 3rd Floor, Block-II, Daniyal Memon Tower.  Sector 35-A, KDA Scheme-33, Deh Dozen, Near Rimjhim Tower Safoora Chowrangi , Karachi Pakistan. |
| Languages. | : | Urdu& English. |
| Religion. | : | Islam. |

# ACADEMIC PROFILE:

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| * **BA** in Art (Jamshoro University). |
| * **H.S.C** in Commerce (Karachi Board). |
| * **S.S.C** in Science (Karachi Board). |

# Work Experience:

* 01 Year and 2 Months Work Experience in **Eminent4u** As a **“Customer Service Analyst”. From 25TH June 2021 Till 22 Aug 2022.**
* 01 Year Work Experience in **Safa Worldwide** As a **“Customer Sales Representative”. From 15 May 2020 Till 30 May 2021**
* 01 Year Work Experience in **Tribe Consulting** As a **“Quality Assurance Executive”. From 10 Feb 2019 Till 12 March 2020.**
* 04 Months Work Experience in **Soneri Bank limited (SBL)** As **“Business development Officer”. From 01 Oct 2018 Till 31 Jan 2019.**
* 03 Months Work Experience As a **(Permanent Staff)** in **Faysal Bank limited (FBL)** As **“Relationship Officer”. From 02 May 2018 Till 27 Aug 2018.**
* 05 Months Work Experience As a **(Contractual Staff)** in **Faysal Bank limited (FBL)** As **“Relationship Officer”. From 06 Nov 2017 Till 30 April 2018.**
* 06 Months Work Experience in **United Bank Limited (UBL)** As **“Telesales Officer” From 17 April 2017 Till 17 October 2017.**
* 01 Year and 02 Months Work Experience in **Youmaz Trading Company** As **“Customer Service Representative”. From 01 Jan 2016 Till 01 March 2017.**

CO-CURRICULAR ACTIVITIES**:**

* Play Cricket.
* Play Football.

**COMPUTER SKILLS:**

* Microsoft office (Word, Excel, PowerPoint, Access & Outlook) etc
* Searching And Email.
* Adobe Photoshop
* Programming languages (Html,Css,Bootstrap)
* XAMPP
* WordPress

**SKILLS:**

* Active Listening
* Writing
* Speaking
* Complex problem solving

# CREDENTIALS:

WILL BE FURNISHED AS AND WHEN ASKED FOR: