**Talha kamal** **S/O Zafar Mehmood**

**Mobile: 03450968737        Email:** chtalha395@gmail.com

To acquire a position where I can get an opportunity to utilize my knowledge and analytical skills. To use my ability to work in a team environment. I am self-motivated and able to work both independently and as collaborative team member.

**Achievements**

* Worked on special projects
* Received awards by debating in school
* Group leader at school, college and at university level

**Diploma:**

* 6 Months Course of Computer Operator from HUSSAINIA COMPUTERS.
* Air ticketing Course from IPED

**Work Experience:**

* Worked in a Call centre
* Worked as Computer Operator at HUSSAINIA COMPUTERS for 6 Months.
* Worked as Accounts manager operations In MTBC for two years.
* Worked as Billing Executive in BellMedEx for One year.

**Key Strengths**.

* People Management
* Performance Management
* Foster Teamwork
* Quality Management
* Time Management
* Self-Motivated
* Responsive
* Adaptive, Positive & Amicable
* Team Player, Problem Solver
* Socially confident & Quick Learner

**Additional Information:**

* Good communication and interpersonal skills.
* Committed team player with flexible approach to work and to take initiative whenever required.
* Aggressive target oriented personality and committed towards the assignment given.
* Ability to communicate effectively both in writing and verbally
* Experience working in a team environment

**Education**

2011 to 2013 Aviation Army public school and college, Rawalpindi, Pakistan

Matric

2013 to 2015 Wings group of colleges, Rawalpindi, Pakistan

Fsc Pre-engineering

2015 to 2017 B.Com Punjab Group of Colleges, Rawalpindi, Pakistan

**Other Details**

Date of Birth: (25-10-1996)

DOMICILE : Rawalpindi (Punjab)

C.N.I.C : 37401-2881909-3

Visa Status Visit valid till 12th July 2023

Languages English, Urdu

Passport # AV4209091

Nationality Pakistani

Address: Village & P.O. Mari Beer Tehsil Gujar Khan,District Rawalpindi,Punjab,Pakistan**.**