

SYED. TALHA SHAHID

Objective:

To develop my career in a good environmental organization where I can polish my skills.
Desire a position with a career growth potential.

ACADEMIC QUALIFICATION:

| Education | Majors | Year of completion | Institution |
|-----------|--------|--------------------|-------------|
|-----------|--------|--------------------|-------------|

| | | | |
|-------|----------------|--|-----------------------|
| B.Com | (In process) | | University Of Karachi |
|-------|----------------|--|-----------------------|

| | | | |
|--------------|------|--|---------------------------|
| intermediate | 2018 | | Govt. degree boys college |
|--------------|------|--|---------------------------|

| | | | |
|---------------|-------|------|--------------------|
| Matriculation | (C.S) | 2015 | The country school |
|---------------|-------|------|--------------------|

PROFESSIONAL EXPERIENCE:

USMAN MEMORIAL HOSPITAL

CASH OFFICER

USING ORICLE SOFTWARE CREATING RECEIPT (OPD)

RECEIVE CASH & CHEQUES PUBLIC DEALING

ASSISST.IN FINANCE DEPARTMENT

FRONT DESK OFFICER

SWIT

Having multiples Responsibly

* Data Entry Operator Ms Office Ms Excel

* Telephone Operator Receptionist

* Intern Graphic Designer

TRADE CENTER

SucessInterprizes

call center agent incoming call operator

ADDITIONAL QUALIFICATION:

Computer Skills / Other Skills:

- Microsoft Office, Excel Suit
- Windows XP, VISTA

PERSONAL INFORMATION:

- Name : Syed. Talha Shahid
- Father's Name : Syed Shahid Waheed
- Marital Status : Single
- CNIC Number : 42201-1818227-1
- Domicile No : 722/2016 (Sindh)
- Religion : Islam
- Email : smt.links@hotmail.com

Reference to be furnished upon demand