

Zubair Mohsin

H# F-97/A, Clifton Quarter, Jahangir road, East Karachi.
Cell # 0303-2430758

CAREER OBJECTIVES

Aiming for a position where I can have the best opportunity for professional development and enhance my innovative abilities so as to make a vibrant and constructive contribution to the organization as well as mankind

ACADEMIC QUALIFICATION

Intermediate Board of Intermediate & Secondary Education Karachi

Matriculation (2002) Board of Intermediate & secondary Education Karachi

EXPERIENCE PROFILE

Job Experience:

Premier Agency

Worked as Medical Representative and Recovery Officer
(March 1997- Apr 1999)

Rapid Cargo Pvt Ltd.

- Worked as Import and Export Documentation
(May 1999 to Oct 2011)

ISPI Corporation Pvt Ltd. (As Agent for MISC).

- Worked as Import Documentation Officer
(Oct 2010 to Nov 2011)

Excel Freight

- Accounts, Bank collection, Recovery Officer
(2013 to still with)

• **Key Learning**

- Customer Dealing
- Performing in the diversified work environment
- Adapting to a very challenging and demanding organizational culture
- Situational Analysis
- Improving efficiency and productivity as a team player.

COMPUTER PROFICIENCY

Well versed with the latest versions of the following:

- MS Office
- Office Automation
- Outlook
- Typing, Browsing, Scanning

LANGUAGES

- English
- Urdu

PERSONAL DETAIL

Date of Birth:	28 May, 1975
Father Name:	Muhammad Mohsin
Marital Status:	Single

REFERENCES: - May be furnished on demand.