

MINHAJ UR REHMAN

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OBJECTIVES

Seeking a challenging job in a respectable organization where talent and professional ability can be put together to the most effective use in the benefit of the organization and can enhance my capabilities and professional skills.

PERSONAL INFORMATION

Father Name	Hafeez Ur Rehman
Gender	Male
Marital Status	Married
D.O.B	5th March, 1986
N.I.C	14301-5081592-5
Domicile:	Kohat (Khybar Pakhtoon Khwa)

ACADEMICS

Graduation	Peshawer University
Intermediate	B.I.S.E, Kohat
Matriculation	B.I.S.E, Peshawar

EXPERIENCE

- ✓ Worked in **AMTA (Abdullah Mazroui Travel & Tours) Abu Dhabi** as an Assistant Accountant and counter staff. (2 Years)

INTERPERSONAL SKILLS

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- Strong communication and organization skill with ability to manage multiple tasks in team oriented environment.
 - Capacity to solve problems in any circumstances with excellent leadership qualities. Proven ability to act a team player.
 - Self motivated, energetic dedicated enthusiastic and willing to accept new challenges.
 - Designing splice plans, patching plans and maintaining fiber information.
 - Coordination with higher management regarding Network Expansion.

Strengths:

- Enthusiastic and productive team member
- Innovative with excellent problem solving skills
- Efficient in meeting deadlines
- Excellent interpersonal and communications skills
- Team player with excellent leadership skills

Languages

<u>Language</u>	<u>Read</u>	<u>Speak</u>	<u>Understand</u>
English	Easily	Easily	Easily
Urdu	Easily	Easily	Easily
Pashto		Easily	Easily

OTHERS

- 6 Months course of Windows and Microsoft office (MS WORDS & MS EXCEL).