

MINHAJ UR REHMAN

Near Memon Masjid, M.A. Jinnah Road Karachi

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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 (Khyber 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

- 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).