



# Rohail Jacob

Data Management Executive

Seeking a challenging position in a reputable organization to expand and utilize my learning, skills and knowledge. Possess excellent communication, Listening & MS office skills and have an eye for detail. Flexible to work in any environment as required.

## Contact Info

03402043674

rohailjacob365@gmail.com

House No.222, Christian's Compound,  
Police Head Quarters,  
Garden Road South, Karachi.  
Karachi, Pakistan

## Strengths & Skills

- Ability to listen.
- Communication Skills
- Team player
- MS Office

## Academics

Title	Institute	Score	Date
Intermediate	Goverment Islamia Arts and Commerce College, Karachi		2020
Matriculation	Karachi Board, Karachi	42%	2019

## Experience

Company	Designation	Duration	
Techsys Technology	Data Entry Operator	Apr 2018 - Nov 2019	1.6 years

## Work History

### Techsys Technology

Apr 2018 - Nov 2019 (1.6 years)

#### Data Entry Operator

Karachi, Pakistan

- Worked a Data Entry Operator.
- Our job was to collect data of the Businesses in UK.
- Worked in a afternoon shift.
- Worked with MS Excel.
- Used to make 200+ leads in a day.
- Non-calling

## References

Christopher Jacob | 03402043674

Appedology Pvt Ltd.  
christopherjacob206@gmail.com

## Industries

- BPO
- Business Development

## Languages

- Punjabi - Native
- Urdu - Native
- English - Intermediate

## Hobbies

- Playing Cricket
- Playing football
- Video gaming
- Travelling