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*CV*

***Nouman Najam***

**Mailing; Present address:**

Nouman najam Mohalla Babaran Village Pirpiai District and Tahsil Nowshera KPK

**Mob# +92313-9684556 , +923355450729**

**Watsapp #+92313-9684556**

**Email:** **noumannajamdirector@gmail.com**

** CAREER OBJECTIVE**

To work in a Challenging environment where I can improve my skills and also contribute for the betterment of the organization to the best of my capabilities and potential.

## **dabbi PERSONAL INFORMATION**

* Father’s name : Najmul Hussain Khattak
* Date of Birth : 14 Oct 1991
* CNIC : 17201-7352621-3
* Domicile : Nowshera
* Marital Status : Married
* Nationality : Pakistani
* Religion : Islam
* **ACADEMIC QUALIFICATION**

| **EXAM** | **YEAR** | **BOARD / UNIVERSITY** |
| --- | --- | --- |
| **S.S.C**  | 2007-2008 | BISE Mardan |
| **CAT** | 2009-2010 | PAC Peshawar |
| **D.Com** | 2016-2017 | Peshawar Board |
| **B.Com** | 2018-2019 | Abdul Wali Khan Universty Mardan |
| **Leval 7 Diploma** | 2022 | Qualifi UK Regulated Body |

** Work Experience**

* As an Account Officer in Apostle Degree College Nowshera w.e.f. 1st June 2013 to 30th Sep 2015 (2 years and three months).
* Working as Cash Counter Executive in Nishat Linen (pvt) ltd Abbottabad Since 6 june 2018 till 24 April 2022 (3 years and 10 months).
* Working as Assistant Manager in Nishat Linen (pvt) ltd Abbottabad from 25 April 2022 till 2 April 2023.

** Computer Skills**

* MS Office, Quick book, Dynamics AX and 365, EMPOS, CRM,
* Internet, Computer Hardware,

** SKILLS**

* Good Communication Skills
* Good Presentation skills.
* A Creative & Innovative thinker.
* Grip on Reconcilation Statement.
* Also work as Assistant Internal Auditor for Audit team in Nishat Linen for 1 month,

** LANGUAGEd SKILLS**

1. English 2. Urdu 3. Pushto