



# SHANZA

## OBJECTIVE:

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills.

## INFORMATION:

**Father Name:** IMRAN  
**GENDER:** FEMALE  
**Date of Birth:** 17-02-2000  
**CNIC:** 17101-3626217-6  
**Nationality:** Pakistani  
**Mobile No:** 0319-8631138/3149702410  
**Address:** Peshawar  
**Email:** shazalk566@gmail.com

## QUALIFICATION:

| CERTIFICATE/DEGREE  | INSTITUTE                 | SESSION   |
|---|---------------------------|-----------|
| BBA-HONS(Finance)<br>Bachelor of Business<br>Administration | UNIVERSITY OF<br>PESHAWAR | 2018-2022 |
| H.S.S.C(PRE-MEDICAL)  | BISE PESHAWAR             | 2016-2018 |
| S.S.C (Science)   | BISE PESHAWAR             | 2014-2016 |

**DIPLOMA/CERTIFICATE:****Beautician Diploma (2020-2021)****“VOCATIONAL INSTITUTE FOR FEMALE CHARSADE”****TTBP (KHYBER PAKHTUNKHWA TRADE TESTING BOARD PESHAWAR)****COMPUTER SKILLS**

- Internet
- Microsoft (word, Excel, Power point)
- Windows 7/8/10
- Printing
- Scanning
- Software Installation

**EXPERIENCES****"Tele sales representative" (JUNE2023-MAR2024)****Xtreme Marketing (Real Estate)****Peshawar Children's Academy School Hayatabad Peshawar****“As a Senior Teacher” (Feb-2023—Oct2023)****- Allied School Abasyn Campus Nasir Bagh Road Peshawar****“As an Assistant Administration Officer” (Dec2022-Feb2023)****LANGUAGES**

| <b><u>S.NO</u></b> | <b><u>LANGUAGE</u></b> | <b><u>READ</u></b> | <b><u>WRITE</u></b> | <b><u>SPEAK</u></b> |
|--------------------|------------------------|--------------------|---------------------|---------------------|
| <b>1</b>           | English                | Excellent          | Excellent           | Excellent           |
| <b>2</b>           | Pashto                 | Excellent          | Good                | Excellent           |
| <b>3</b>           | Urdu                   | Excellent          | Excellent           | Excellent           |
| <b>4</b>           | Hindko                 | Good               | Good                | Excellent           |

**REFERENCE**

- Will be provided on demand.