



Aamir Akhtar

aamirakhtar554@gmail.com

Contact:-



+966598140972



aamirakhtar554@gmail.com



Aziza Albaik Mecca-
KSA

Languages:-

Urdu ● ● ● ● ● ●

English ● ● ● ● ● ●

Pashto ● ● ● ● ● ●

Skills:-

Typing

MS . Excel

MS. Office

Reporting

Follow ups

Public Transport Management

HRM

Summary:-

To take long-term career-oriented employment to invest all my education, qualification, professional experience and to undertake Responsibility to widen the scope of learning practically to the optimum benefits of the Organization and entire Development of my career

Personal Information:-

Father Name : Muhammad
CNIC : Idrees 16101-
Nationality : 5515466-3
Marital Status : Pakistani
D.O.B : Married 18-06-
Passport No : 1994. Js1344662

Education:

SSC: Federal Board,
HSSC: Islamabad BISE,
Bachelor of Peshawar
Arts: Masters: University of Peshawar
In Progress

Experience:-

July-2020 - Till Date..

Project Coordinator at Prime-HR,(BRT Project)
Peshawar - Pakistan

Addressing client issues.

Looking after recruitment.

Maintaining Supervisors Attendance

Managing employees related issues.

Looking after all operational issues.

March-2016 - June-2020

Senior Sales Officer at Uniform Corner
Peshawar - Pakistan.

Dealing with customers.

Maintaining stock order & Purchasing.

Stock Handling.

Searching for clients.