



SAHIBZADA ANAS SHAKEEL

Father Name: Shakeel CNIC: 17301-6737415-9

DOB: 26 May 2001

Sales Executive

About Me

To acquire productive work experience in the practical field and to be part of good environment, that makes effective use of my potential and make my contribution towards achievement of organization's goals.

CONTACT



+923106017321



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Peshawar, Pakistan

LANGUAGE

- English
- Urdu
- Pashto

EXPERTISE

- Customer Service
- Software Handling
- Web Browsing
- Ecommerce Management
- Office Assistant
- Cash Handling

EXPERIENCE

Moterway Express Pvt | Cash and Front Dest Officer

- Cashier: Acted as the primary cashier for transactions.
- Record Keeper: Maintain accurate records of all Odometer/ Financial transactions on daily basis.
- Managing Cash: Managed cash transactions, including deposits, withdrawals and check cashing with accuracy.
- Financial Reporting: Prepare and submit financial reports related to daily transactions to concerned department.

Moterway Express Pvt | Call Operator
Peshawar- Pakistan

- Answer incoming calls and provide callers with the requested information.
- Handle customer inquiries and complaints in a polite and professional manner.
- Transfer calls to appropriate personnel or departments.
- Maintain records of customer interactions and transactions.

Abasyn School and College | Computer Lab Assistant
Peshawar- Pakistan

- Provides instruction to all lab users on proper use of equipment and ensures all lab equipment is properly cared for.
- Monitors files and programs that are downloaded on to the computers to make sure spyware, malware and other dangerous programs are not downloaded.

EDUCATION

Agriculture University Peshawar
BBA(Hons)

Govt School No.2 Peshawar
Fsc- Pre Engineering

Govt School No.2 Peshawar
SSC- Science