



Anees Ur Rehman

Graduate of Bachelors of Business Administration

A Motivated, highly passionate, and hardworking professional looking for an opportunity to work in a challenging environment of organization to utilize my skills and knowledge to work for personal and organizational growth.

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📍 Peshawar, Pakistan

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📞 03259507716

📅 08 August, 2001

EDUCATION

Bachelor Of Business Administration

City university of science and information technology, Peshawar, Pakistan

08/2020 - 08/2024

3.78

Courses

- Cost Accounting, Corporate finance, Money banking and finance, Financial management, International business management, Financial institutions and capital markets, Entrepreneurship, Business finance, business law, principles of marketing, sociology, business management, Investment Portfolio Management, Leadership, Operations management, Financial Statement Analysis

SKILLS

- Communication skills
- MS Office
- hard working
- Adaptable
- Time management
- Teamwork
- Dependability
- Creativity
- Critical thinking
- Open mindedness
- leadership
- Integrity
- sincerity
- attention to detail
- Interpersonal skills
- Fast learner
- organizational skills
- Active listening
- problem solving
- conflict resolution
- ethical practice
- Team Problem Solving
- Team Motivation
- Administration
- File management
- Computer skills
- Presentation skills
- Accounting skills

WORK EXPERIENCE

Internship

State Bank of Pakistan Banking service Corporation (SBP)

06/2024 - 08/2024

Peshawar

Tasks

- Learning the core responsibilities of the divisions
- Completed internship Project

Internship

Askari bank Limited

07/2023 - 08/2023

Peshawar

Tasks

- Learned and performed the general banking activities

Human Resource intern

Pakistan telecommunication company limited (PTCL)

07/2021 - 08/2021

Peshawar

Tasks

- Learned about staff matters along with attending online sessions on improving MS excel skills and personal profile

ORGANIZATIONS

State Bank of Pakistan Banking Service Corporation (SBP) (07/2024 - 08/2024)

Askari bank limited (AKBL) (07/2023 - 08/2023)

Pakistan telecommunication company limited (PTCL) (07/2021 - 08/2021)

CERTIFICATES

Internship certificate State Bank of Pakistan Banking Service Corporation (SBP) (07/2024 - 08/2024)

Internship certificate of Askari bank (07/2023 - 08/2023)

SAP s4/Hana Finance certificate of achievement (03/2023 - 05/2023)

Internship certificate of PTCL (07/2021 - 08/2021)

LANGUAGES

English
Full Professional Proficiency

Urdu
Full Professional Proficiency