



# Aqib Javid Khan

Pakistan KPK Dir Upper  
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khanaqibjavid361@gmail.com

## Objective

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I'm a motivated and enthusiastic young man with a strong interest in Accounting, Finance, and Entrepreneurship. I believe in merit and smart working. Besides, I also take a keen interest in the demonstration on the stage. I'm fresh graduate. I have just completed my Bachelor degree in Accounting and Finance from University of Malakand. I have command over Accounting, Management and Communication skills and can communicate effectively with a wide range of people. Currently, I'm looking for a position to utilize my knowledge, skills and experience.

## Education

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### Master of Business Administration (MBA) (Continue)

From Quaid e Azam University Islamabad

### Bachelor of (Commerce) Accounting & Finance (2019-2023) From University of Malakand, Pakistan ( [www.uom.edu.pk](http://www.uom.edu.pk) )

Specialized in Accounting and Finance, my expertise in accounting and finance, coupled with my hands-on experience in financial software, data analysis, and risk management, makes me a valuable asset in any financial team or project. I am committed to delivering exceptional results and leveraging my skills to drive financial success for businesses and individuals alike.

### D.com ( Diploma of Commerce) (2017-2019) Borad of Technical Education Peshawar

### DIT (Diploma in Information Technology) Borad of Technical Education Peshawar

### Matric (2016-2017) Board of Intermediate and Secondary Education, Malakand

## Experience

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### INTERNSHIP

#### PAK QATAR FAMILY TAKAFUL Ltd.

#### Responsibilities:

During my internship, I engaged in the following activities as part of my responsibilities within this organization.

- Filling of deposit slips
- Filling of participant membership proposal form
- Creating illustration form through computer Takaful model
- Validation Guidelines for Managers in Pak-Qatar Family Takaful.

## Training & Skills

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- 3-month freelancing course From Virtual University Lahore.
- 3-month Quickbooks course From Virtual University Lahore.
- 3-month Content Marketing and Advertising From University of Malakand.
- 2-month Internship From Pak Qatar Family Takaful Limited.

## Computer Skills

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- MS Word
- MS Excel
- MS PowerPoint
- QuickBook
- Tally ERP 9
- Peachtree

## Hobbies

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- Reading Books
- Sports
- Traveling

## Languages

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- English
- Urdu
- Poshto

## Personal Info

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|------------------|-----------------|
| ● Father's Name  | Wasil Khan      |
| ● Date of Birth  | 22-Dec-2000     |
| ● CNIC No.       | 15702-1927356-9 |
| ● Domicile       | Dir Upper       |
| ● Religion       | Islam           |
| ● Marital Status | Single          |
| ● Nationality    | Pakistani       |

## Reference

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Prof: Ishaq Ahmad  
Professor at Government Collage of Management Science Thana  
Email: ishaqahmad07@gmail.com

Prof: Ahmad Yar Khan  
Program Coordinator, University of Malakad Thana Collage  
Email: Aykhan81@yahoo.com