



Muhammad Asif

About Me

Seeking a position with a forward-thinking company where I can leverage my talents and skills to contribute to the growth and expansion of the organization. Aspiring to thrive in a dynamic and challenging environment, dedicated to building and enhancing the success of the company

Contact

 +923049788057

 asifshinwari099@gmail.com

 Landikotal, khyber

Skills

- WORD
- EXCEL
- POWER BI
- POWERPOINT
- SQL

Language

- English
- URDU
- PASHTO

Education

(2020-2024)

THE AGRICULTURE UNIVERSITY, PESHAWAR

Bachelor of COMPUTER SCIENCE

4.00/3.39

(2020 -2021)

BRAINS INSTITUTE PESHAWAR

Diploma of Information Technology

1400/1172

Experience

(2021 -2022)

MIS IN EXCEL

- Utilized Microsoft Excel for data entry, analysis, and reporting.
- Created and managed spreadsheets to organize and analyze large datasets.
- Applied formulas, functions (such as VLOOKUP, SUMIF, and pivot tables), and conditional formatting for efficient data processing.

(2022-2023)

DATA ENTRY WITH ZONG COMPANY

- Performed accurate data entry, organization, and maintenance of large datasets, ensuring data integrity and confidentiality. Used Excel functions for efficient processing and reporting.

Currently Tutor

- Provided one-on-one and group tutoring sessions to help students improve their understanding of subjects.
- Developed customized lesson plans and materials tailored to individual learning needs and goals.