



Umar Farooq

Date of birth: 09/05/2000 | **Nationality:** Pakistani | **Phone number:**

(+92) 03451302278 (Mobile) |

Address: Lucky Dehri Road Gulbahar No.3 Peshawar, 25000, Peshawar, Pakistan (Home)

● ABOUT ME

I am flexible, reliable and possess excellent time keeping skills. I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative.

● WORK EXPERIENCE

01/01/2017 – 01/12/2018 Peshawar, Pakistan

AIM GLOBAL NETWORK MARKETING

- Communication skills.
- Great customer service.
- Reception area management.
- Marketing professional.
- Sharp problem solver.

01/12/2018 – 10/08/2020 Peshawar, Pakistan

JANS ARCADE SALES MAN

- Product knowledge
- Active listening
- Setting goals
- Leadership
- Motivation
- Customer retention
- Consulting
- Scheduling
- Public relations
- Researching

10/08/2020 – CURRENT Peshawar, Pakistan

BUS RAPID TRANSIT (BRT) PESHAWAR SENIOR FARE SPECIALIST

- Cash Handling Expertise
- Solve Passenger Problems
- Telephone Operator
- Help with Station Manager
- Passenger Assistance & Interaction
- Maintaining Accounts
- Solve BRT Cards Problems
- Computer Operate

● EDUCATION AND TRAINING

01/01/2014 – 01/12/2016 Peshawar, Pakistan

S.S.C B.I.S.E Peshawar

01/01/2017 – 01/12/2018 Peshawar, Pakistan

F.SC (PRE-ENGINEERING) B.I.S.E Peshawar

01/01/2019 – 01/12/2020 Peshawar, Pakistan
B.SC (COMPUTER SCIENCE) University of Peshawar

01/01/2021 – 01/05/2023 Peshawar, Pakistan
M.SC (COMPUTER SCIENCE) University of Peshawar

01/01/2021 – 01/12/2021 Peshawar, Pakistan
D.I.T (DIPLOMA IN INFORMATION TECHNOLOGY) Technical Board Peshawar

● **LANGUAGE SKILLS**

Mother tongue(s): **PASHTO**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
URDU	A2	A2	A2	A2	A2
ENGLISH	A2	A2	A2	A2	A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **DIGITAL SKILLS**

Microsoft Word | Microsoft Office | Microsoft Excel

● **ADDITIONAL INFORMATION**

HOBBIES AND INTERESTS

Playing Football & Cricket

Watching Discovery Channel

Reading Books