

MUHAMMAD ISMAIL



Address : Chak No:321 EB, Burewala (Pakistan)
Cell : 03286771338

OBJECTIVE

To get knowledge and experience business competitive environment and obtain a higher position in a well-reputed organization that actively promotes personal and professional growth.

PERSONAL PROFILE

❖ Father's Name : Ibraheem
❖ Date of Birth : 29-Dec-2007
❖ N.I.C No. : 36601-6468261-1
❖ Religion : Islam
❖ Nationality : Pakistani
❖ Marital Status : Unmarried
❖ Gender : Male

QUALIFICATION

Sr.#	Degree	Passing year	Total Mark	Obtained Mark	Board/University
1	intermediate	2024	1200	600	Bise Multan

Computer Skills

➤ MS Word ✦ MS Excel ✦ MS PowerPoint
➤ Corel Draw ✦ MS Access ✦ In Page
➤ Typing ✦ Scanning & Printing ✦ E- mailing

6 Month Office management certificate from IT skill professional computer college

Other SKILLS

❖ A cooperative and active team worker ✨ Self motivated and optimistic thinker
❖ Can work in challenging circumstances ✨ Ability to deal with people successfully

LANGUAGES SKILLS

❖ English ❖ Urdu

Reference

References will be furnished on demand.

