**ZIA UR REHMAN Business Administration(Hons) Finance**

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Address: Village Kotki Payan district Hangu, Pakistan

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**ABOUT ME:** I am a self motivated fresh business graduate from The University of Agriculture Peshawar majority in Bachelor of Business Administration-Finance. Currently looking for my qualification related job in reputable organization. I can work individually and in a team for organization to achieve their goals. And I can lead a team effectively to achieve organizational goals in efficient way.

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**EDUCATION:**

* **Bachelor of Business Administration( Hons) Finance CGPA: 3.3/4 2019-2023**

THE UNIVERSITY OF AGRICULTURE PESHAWAR, PPAKISTAN

* **Inter/H.S.S.C/A-Level (Pre-Engineering) PERCENTAGES:62.27% 2017-2019**

BOARD OF INTERMEDIATE AND SECONDARY EDUCATION PESHAWAR,PAKISTAN

* **Matric/S.S.C/O-Level (General Science) PERCENTAGES:67.27% 2015-2017**

BOARD OF INTERMEDIATE AND SECONDARY EDUCATION KOHAT,PAKISTAN

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**BASIC SKILLS:**

* MS Office ( Excel, Word, Power Point)
* Business Administration
* Finance
* Marketing
* HR

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**CERTIFICATES:**

* DIPLOMA IN IT (1Year) KHYBER PAKHTUNKHWA BOARD OF TECHNICAL AND COMMERCE EDUCATION
* ENGLISH LANGUAGE CERTIFICATE KABUL ENGLISH LANGUAGE AND COMPUTER CENTER
* INTERNSHIP CERTIFICATE REGIONAL TAX OFFICE, FEDERAL BOARD OF REVENUE

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**PERSONAL:**

* Hard Work
* Supportive
* Passionate
* Punctual
* Team Leading
* Adaptive Learner
* Loyal
* Teamwork
* Quick

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**LANGUAGES:** **🗣 ✍** English **🗣 ✍** Urdu **🗣 ✍** Pashto **🗣** Hindi

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**REFERENCES:**

Will be provided if needed.