**Abdul Majeed**

**Phone**: +92 3345935355 / **Email**: immajeed96@gmail.com / Hayatabad, Peshawar, Pakistan

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**Career Objectives:**

As a highly motivated individual, I am actively seeking an internship/Job opportunity at your esteemed organization to kickstart my career. I am passionate about staying up-to-date with the latest industry trends and am committed to gaining practical experience in today's competitive environment. With a strong desire to learn and grow, I am eager to contribute my skills and enthusiasm to a dynamic team.

**Education:**

**BS Accounting and Finance**  (2019-23)  
Institute of Management Sciences, Peshawar   
CGPA: 3

**Higher School Secondary Certificate (HSSC)**  (2014-16)  
Edwardes College Peshawar  
Grade: A

**Secondary School Certificate (SSC)**  (2014)  
Qurtuba School and College, Hayatabad, Peshawar  
Grade: A+

**Leadership & Extracurricular activities / Experience:**

**Internship**  (2022)  
2 months Internship at AG Office KP

* Preparing a financial statement for the different districts.
* Maintaining the appropriation accounts for the different districts.
* Updating the finance accounts for the different districts.

**Skills:**

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| QuickBook |
| MS Office |
| Team Work |

**Academic Reference:**

**Dr. Shah Wali Khan / Associate Professor / Coordinator BS Accounting & Finance**Institute of Management Sciences, Peshawar

**Muhammad Nauman Khan / Assistant Professor**Institute of Management Sciences, Peshawar