## CONTACT

MUHAMMAD SHEHZAD

MBA

+92 334 9288374 Shehzadkhan8948@gmail.com


# EDUCATION

**SUMMARY**

#### MASTERS OF BUSINESS ADMINISTRATION

INU, PAKISTAN CGPA : 2.82 / 4.00

In-Progress

MBA graduate with skills in business strategy, finance, and marketing. Experienced in teamwork, problem- solving, and project management through internships and academic projects. Seeking an entry-level role to apply knowledge and grow professionally.

#### BS ECONOMICS

Islamia college University Peshawar, PAKISTAN

CGPA : 2.30 / 4.00

2014-2018

# SKILLS

# WORK EXPERIENCE

## PATIENT RELATION OFFICER

Shaukat Khanum Memorial Cancer Hospital and Research Center, Peshawar

Aug 2024 - Present

 Data Collection

 ensuring Quality of Services

 **MS Office (Word, Excel, PowerPoint)**

# LANGUAGES

## CHECKER ASSISTANT

### MKB ( Mir Khuda Bakhsh PolyCarpet ), Pakistan 6 Months 2021

 Checking of the Product

 ensuring Product Quality and Scaning for defects.

**ENGLISH URDU**

## ADMIN ASSISTANT

### Gladiator College Sawabi 8 Months 2020

 Assisting in Admiration Affairs