CURRICULUM VITA

**PERSONAL INFORMATION**

Name **:** Mustansir Ali

Father’s Name : Sardar Ali

Date of birth **:** 18-03-1995

Gender **:** Male

Religion **:** Islam

Nationality **:** Pakistani

CNIC Number **:** 15202-7303333-9

E mail **:** mustanbooni@gmail.com

Marital status **:** Single

Domicile **:** Chitral

Permanent Address **:** Village Booni Gol lotdur P/O Booni tehsil Mastuj district Chitral KPK

Present Address **:** Youth hostel Peshawar plot No 37 B/1, phase v, Hayatabad

Cell **:** 03339577493/ 03078562336

**OBJECTIVES**

To join a reputed and growth oriented Organization to challenge my skills and techniques and get an opportunity to improve my existing technical and research skills and to develop new ones by working as a part of a team of talented people in a competitive and challenging environment. To be part of a work culture that provides me the opportunity to put my skills to its best use and in turn assist me in my personal development.

**ACADEMIC RECORD**

|  |  |  |  |
| --- | --- | --- | --- |
| **QUALIFICATION** | **BOARD/UNIVERSITY** | **SESSION** | **PERCENTAGE** |
| **M.sc**(**Economics)** |  **Hazara University, Mansehra** | 2016 | 65 % |
|  **B. A** **(Statistic Economics)**  | **S.B.B.U Dir(Shiringhal)** | 2014 | 45 % |
| **FSC****Pre Engineering**  | **B.I.S.E Peshawar** | 2012  | 55% |
| **SSC. Science** | **B.I.S.E Peshawar** |  2010 | 68 % |

COMPUTER SKILLS ( Diploma of Information Technology )

* Ms Office
* Ms excel
* Ms Word
* Internet operations

**SKILL AND ATTITUDE**

* Good communication skills.
* Active, creative and quick learning.
* Good organization ability in every situation.
* Able to work as a part of team or individual

**LANGUAGES can read and speak**

* English
* Urdu
* Chitrali

**currently working in Pakistan Youth hostel association peshawar As officer incharge from Januray 2019 to up to date August 2023**

* Collecting and recording financial information, and for making sure that account balances are up to date.
* Preparing invoices and Receipts checking and correcting the accounting computations.
* Processing employee expense claims.
* Facilitating purchases perform routine calculations to produce analyses and reports as requested by the Manager Finance.
* Purchasing All Hostel Expenses Including Electronics equipment Monthly Staff Food Guests foods And Hostel All expenses.
* Supervision Hostel houskeeping
* Supervision of hostel administration Including Hostel building Hostel equipment’s etc.