



# MUHAMMAD SALMAN

## CONTACT ME AT

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House No.196 Street No. 08  
Sector E5 Phase 7 Hayatabad  
Peshawar

## SKILLS SUMMARY

- Driving Skills
- Computer Skills
- Leadership
- Problem Solving
- Time Management
- Management Skills

## SOFTWARE KNOWLEDGE

- MS Office  
(Microsoft Office)

## LANGUAGES

- English
- Urdu
- Pashto

## PERSONAL INFORMATION

Nationality: Pakistan  
Date of Birth: 13th Sept'1999  
Domicile: Mardan, KP  
Religion: Islam  
Marital Status: Single

## TARGET JOB

- Job Type: Accounts, Administration.
- Job Status: Full Time
- Availability: Immediately

## \* PERSONAL SUMMARY

Committing to invest my knowledge, expertise to assist my organization in achieving durable and cost-effective works and to provide Professional services, assists creative development of new ideas and concepts. Duties are accomplished with minimal assistance and supervision.

## \* EDUCATIONAL HISTORY

### BRAINS INSTITUTE PESHAWAR

*Diploma in Information Technology | Aug'2019 To Jan'2021*

- Secured 1011 out of 1400
- Studied MS Office, Networking, E-Commerce.

### AGRICULTURE UNIVERSITY PESHAWAR

*BS (HONS) Economics| Sep'2017 To Aug'2021*

- Secured CGPA 3.28/4.00
- Thesis: Impact of Corporate Governance on Firm Performance at Market Value, Study of Non Financial Listed Companies in Pakistan.

### GOVT DEGREE COLLEGE PHASE 6 HAYATABAD PESHAWAR

*Higher Secondary School Certificate| Sep'2015 To Sep'2017*

- Secured 605 out of 1100
- Studied Pre-Engineering.

### CAMBRIDGE PUBLIC SCHOOL PHASE 1 HAYATABAD PESHAWAR

*Secondary School Certificate| July'2015*

- Secured 775 out of 1100
- Studied Science Subjetscs.

## \* OTHER EDUCATIONAL HISTORY

### JAMIA DAR UL FURQAN UL KAREEM, PESHAWAR

*Qura'an Tajweed Course| May'2018*

- Secured 410 out of 600

### MADRASSAH DAR UL ULOOM, PESHAWAR

*Hifz Ul Qura'an | May'2015*

- Secured 88 out of 100

## \* CO-CURRICULAR ACTIVITIES

- Qir'rat Competition