



# MUHAMMAD SHOAIB

**MBA** FINANCE

## CONTACT

- +923065973174
- shoaibms59@gmail.com
- Peshawar, Pakistan
- D.O.B. 27 Sep 1998

## EDUCATION

### UNIVERSITY OF PESHAWAR

- Master of Business Administration
- CGPA 3.02 /4.0

### UNIVERSITY OF PESHAWAR

- Bachelor of Business Administration
- CGPA: 3.11 /4.0

### UNIVERSITY COLLEGE FOR BOYS

- F.SC Pre- Engineering
- Marks = 681 /1100

### UNIVERSITY PUBLIC SCHOOL

- Matriculation in Science
- Marks = 825 /1100

## SKILLS

- Data Entry
- Expertise in Internal Audit
- Leadership skills
- Budgeting and Forecasting
- Financial statements Preparation
- Microsoft Office
- Quick Book

## LANGUAGES

- English
- Urdu
- pashto

## PROFILE

Aiming to leverage proven administrative, communication, management and organizational skills to success- fully fill the role at your institute. Frequently praised as quality-oriented by my peers, I can be relied upon to help your institute to achieve its goals.

## PROFESSIONAL EXPERIENCE

### University of Peshawar

Internee as a Junior Auditor

Worked as an internee in Internal Audit Section, University of Peshawar w.e.f 17/07/2023 to 8th October 2024

### Rahnuma-FPAP KP Region

Accounts officer

Worked as Accounts officer at Rahnuma-Family Planning Association of Pakistan- KP Region  
October 2021 - June 2023

### University of Peshawar

Worked as an internee  
Budget and compilation cell  
June 2021 to August 2021

## REFERENCE

### Tahir ullah

Regional Program Manager -  
Rahnuma-FPAP KP Region

Phone: 03005875321

Email : - [tahir@fpapak.org](mailto:tahir@fpapak.org)

### Ghulam Farid

Audit Officer, UOP

Phone: 03339299349