



ARFAN

Student

PROFILE

Experienced office manager proficient in Microsoft Office Suite and skilled in streamlining administrative processes and maintaining organized work environments

CONTACT ME



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Mughlanwala P/O
Mandi Faiz Abad
District Nankan
Sahib



EDUCATION

MATRIC

Bise Lahore Bord

2020-2022

630/1100



LANGUAGE

Native English.

Advanced Urdu

Punjabi



COMPUTER SKILLS

Text processor.

Spreadsheet.

Slide presentation.

Ms Office exprt



PERSONAL DETAILS

CNIC#

35501-0525746-1

FATHER NAME

SHAHADAT ALI

DATE OF BIRTH

29-10-2003

MARITAL STATUS

SINGLE

NATIONALITY

PAKISTAN

RELIGION

MUSILM

DOMICILE

NANKANA SAHIB