

# CURRICULUM VITAE

**SAFEER KHAN**

**Cell No:** 03159784309

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## **OBJECTIVES:**

Seeking a challenge in a dynamic organization to apply my intellect use my skills and utilize my experience to achieve organizational goals and objectives. Moreover, want to improve the Pakistani banking sector



## **PERSONAL INFORMATION:**

- Father Name: Amir Nawab
- Date of Birth: 12 Jan 2001
- Domicile: Peshawar
- Current Address: Mattani Peshawar
- CNIC NO: 17301-7416798-3
- Religion: Islam
- Marital status: Single

## **ACADEMIC QUALIFICATION:**

Degree / Certificate	Passing Year	Grade/GPA	Board/University
SSC	2017	B	BISEP
FA	2019	C	BISEP
BBA (Finance)	2023	3.69	FATA UNIVERSITY

<b>MBA (Finance)</b>	Continue	Continue	IM Sciences
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## **CERTIFICATIONS**

<b>Certificate Name</b>	<b>Year</b>	<b>Institute/Platform</b>
<b>DIT</b>	2023	Zeb Institute of information technology Peshawar
<b>Social media marketing specialist</b>	2023	Navttc (FATA University)
<b>XJTU International Summer School -Microeconomics</b>	2022	XI'AN JIAOTONG University
<b>Customer service &amp; sales representative</b>	2022	Navttc (FATA University)
<b>MCCI model</b>	2021	FATA University
<b>AI and 21st-Century Skills</b>	2023	QUVAE
<b>Professional Commitment To Research Advancement Membership</b>	2023	QUVAE
<b>How To Ace Interviews</b>	2023	NESTRNSHIP
<b>SAP S4/Hana Finance</b>	2023	<b>SAP S4/Hana Finance</b>
<b>Corporate Governance</b>	2023	Uniathena
<b>QuickBooks</b>	2023	Digi skill
<b>Freelancing</b>	2023	Digi skill

## **SKILLS**

- Ability to work with stress.
- Customer Service Skills

- Team Work Skills
- Communication skills.
- Active Listening
- Business sales skills
- Financial analysis
- Preparing financial statement
- Presentation skill
- Marketing research
- Problem-solving ability
- Leadership skill
- Decision Making
- Auditing
- Project management

## **EXPERIENCE**

Doing an internship in the Treasurer's Office of FATA University.

## **HOBBIES**

- General Study
- Cars Collection
- Exercise

## **LANGUAGE SKILLS**

<b>Language</b>	<b>Read</b>	<b>Write</b>	<b>Speak</b>
<b>English</b>	Excellent	Excellent	Good
<b>Urdu</b>	Excellent	Excellent	Excellent
<b>Pashto</b>	Excellent	Good	Excellent

## **REFERENCES**

- Dr. Adeel Rahim, Lecturer Management Sciences Department, Director of ORIC & Media Cell Incharge FATA University, Coordinator of P.M Kamyab Jawan Program Courses FATA University.
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