



MUHAMMAD SHAN

OBJECTIVE

TO BE INTEGRATED PART OF A WELL
REQUITED ORGANIZATION, WHERE
CHALLENGES ARE ACCEPTED AS
OPPORTUNITY, AS SUCH
CONTRIBUTION MY MAXIMUM
CAPABILITIES TO ENHANCE THE
VALUE OF THE ORGANIZATION AND
PROVE MYSELF A MOVING GEAR.



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H.NO 156 DATA NAGAR
ORANGI TOWN KARACHI
SEC 8/B

Language

- English
- Urdu (Basic)

Expertise

- Management Skills
- Receptionist
- Phlebotomies
- Doctor Assistance
- Supervisor
- Cashier
- Wear House Assistant

Experience

RECEPTIONIST

3 YEAR'S EXPERIENCE AS A TELEPHONE OPERATOR,
RECEPTIONIST AND CASHIER IN AL-KHIDMAT HOSPITA

PHLEBOTOMIES

6 MONTHS EXPERIENCE AS A PHLEBOTOMIES IS IN
GOVERNMENT QATAR HOSPITAL

DOCTOR ASSISTANCE

1 YEAR EXPERIENCE AS A DOCTOR ASSISTANCE, CASHIER
AND RECEPTIONIST KARACHI PSYCHIATRIST

ASSISTANCE MEDICAL WEAR HOUSE

3 YEARS' EXPERIENCE AS A MEDICAL WEAR HOUSE
ASSISTANCE SAYLANI WELFARE TRUST

DETA ENTRY

6 MONTHS EXPERIENCE AS A DETA ENTRY ALSONS AUTO
PARTS

CASHIER & SUPERVISOR

2 YEARS' EXPERIENCE AS A CASHIR & SUPERVISOR
GOUSIA BAKER & HOTEL

Education

S.S.C - (MATRIC) 2009

GRADE "C" ZEAL CHILDREN ENGLISH HIGH
SCHOOL.

H.S.C - (INTERMEDIATE) 2011

GRADE "C" GOVT . DEGREE COLLEGE FOR
BOYS 7-D/2, NORTH KARACHI.

B. COM 2016

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BOYS 7-D/2, NORTH KARACHI.

Skills Summary

RECEPTIONIST 80%

ASSISTANCE MEDICAL
WEAR HOUSE 85%