03028195489

syedafaqs18@gmail.com

Village Shewa, Tehsil Razar, Distt Swabi 🔇

OBJECTIVES

Dedicated and innovative educator committed to fostering a dynamic learning environment, inspiring students, and contributing to academic excellence through impactful teaching.

EXPERIENCE

4/2020 - 6/2021

Internee

At Leading edge business consultant Peshawar

I was working as an internee to learn and manage company Accounts, Audit and Taxation. Tax Return Filling of Individual & AOP.

9/2022 - 12/2022

Financial Assistant

At Rahber Education Foundation Pakistan

To , maintain Cash receipts & payment, Resources Allocation for Donations, and maintain Account professionally.

1/2023 - 6/2023

Account Officer

At The Muslim Post graduate College of Commerce & Management Peshawar

I'm working as an account Officer to check the cash management system, prepare collection policies, prepare the proposed budget and allocation of Financing.

3/2021 - 11/2023

Lecturer in Accounting and Finance

At The Muslim Postgraduate college of Commerce Peshawar

I have taught Accounting and Finance to M.com, B.com, BBA, and BS Commerce. Moreover, I taught Accounting at I.com and D.com levels as well.

QUALIFICATIONS

4/2014 - 6/2016

Matriculation

From Government High School Shewa Swabi

5/2016 - 8/2018

Intermediate (F.sc)

From Muslim School & College Peshawar

10/2018 - 12/2020

Bachelor of Commerce

From University of Peshawar

4/2021 - 12/2022

Master of Commerce

From University of Peshawar

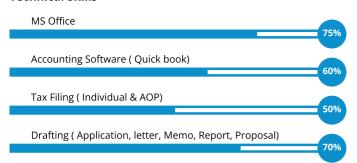
10/2023 - Present

MBA Finance

From Shaheed Zulfigar Ali Butto Institute of Science and Technology

SKILLS

Technical Skills



Management Skills

- Critical Thinking
- ☑ Planning & Organizing
- ☑ Decision making & Problem Solving
- Controlling

1/2022 - 3/2022

Study Workshop

I worked as a workshop incharge at The Rahber Education Foundation Pakistan to manage the students study schedule, students counseling and mostly prepared students for board exams to secure Top positions .

ACHIEVEMENTS

10/2016

Laptop **_**

From Education Department Swabi

The Education Department Swabi gave as an award to secure 1st position in matriculation in Government High School Shewa

12/2020

Silver Medal 🏅

From University of Peshawar

To Secure 2nd position in the whole University by awarded silver medal from University.

7/2023

Gold Medal 🏅

From University of Peshawar

To secure 1st position in university and get Gold medal from the University of Peshawar.

LANGUAGES

English Intermediate

Pashto

✓ Urdu Expert **INTERESTS**

Gardening **Reading Books** Cars Mobile Games

Expert

PERSONAL INFORMATION

Father's Name Farooq Ali Nationality Pakistan **Marital Status** Single

Date Of Birth 10/2/2000 Religion Islam

National ID Card 1620404388081

REFERENCES

Request On Demand