



# SYED AFAQ ALI SHAH

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 Zulfiqar Ali Butto Institute of Science and Technology**

## SKILLS

### Technical Skills

MS Office

75%

Accounting Software ( Quick book)

60%

Tax Filing ( Individual & AOP)

50%

Drafting ( Application, letter, Memo, Report, Proposal)

70%

### Management Skills

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

## PROJECTS

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 Swabi

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**  
Expert

✓ **Urdu**  
Expert

## INTERESTS

Gardening  
Reading Books

Cars  
Mobile Games

## PERSONAL INFORMATION

**Father's Name**  
**Nationality**  
**Marital Status**

Farooq Ali  
Pakistan  
Single

**Date Of Birth**  
**Religion**  
**National ID Card**

10/2/2000  
Islam  
1620404388081

## REFERENCES

Request On Demand