**MUHAMMAD**

SHOAIB AHMAD

IT Assistant

OBJECTIVE

My aim is to attain a position in a growth-oriented company where I can use my strong organizational and technical skills to contribute to the company's success. I am also seeking a position that will allow me to continue developing my abilities while contributing to the goals of the organization

03305211436

mshoaibahmad172@gmail.com

Gulberg NO 1 Ghani street Peshawar Cantt

# Language

English Urdu Pashto

# Expertise

Management Skills Supplier Relationship Management Product Management Cash handling

Inventory Management Leadership

Record Keeping

# Experience

IT Assistant

Toyota khyber motors Peshawar june 2023 to till date

Maninging networks operations to include troubleshooting & connectivity problems.

Installation and maintenance of printers, scanners and projectors, managing configuration and troubleshooting of software and Hardware products.

Processed the purchasing of IT related equipment. Installation & Maintenance of CCTV, which includes IP, PTZ, & analog Cams.

Sale & Purchase

Singrar Corner Peshawar 2019 - 2022

Sale & Purchase Cash handling

Management of cosmetics related inventory

Customer Dealing Imran Games Peshawar 2015 - 2017

Installation Software

Sale of hardware Record Keeping Cash handling Bookkeeping

# Education

University of Peshawar

Bachelor of Science in Computer Science IN Process

BTS Peshawar IT Diploma 2022

BISE Peshawar

FSC 2021

BISE Peshawar

Matric 2017

# Skills Summary

Communication Skills Creativities

Quick learning Abilities