



Touseef KHAN

Contact Information:

RESUME

Residence Address: Village Regi , Tehsil and District, Peshawar, KPK – Pakistan.

Mobile No: 03119074333

Email: Khaanmalik770@gmail.com

Objective:

- To inter in a challenging environment providing my best service & take part in the growth & benefit of the organization so that I will be able to develop a successful career using optimum blend of knowledge & skills.

Personal information:

Father's Name	:	Muhammad Ayoub Khan
Religion	:	Islam
Gender	:	Male
Nationality	:	Pakistani
NIC No	:	17301-8296315-3
Date of Birth	:	13-01-1997
Marital Status	:	Single
Domicile	:	Peshawar (KPK)
Driving License (LTV)	:	100000385560

Qualification:

Degree/ Certificate	Session	Marks Obtained	Grade	Board/University
SSC	2013	755/1050	A	Board of Intermediate & Secondary Education Peshawar
HSSC	2016	530/1100	B	Board of Intermediate & Secondary Education Peshawar
B.A	2018	289/550	A	University Of Peshawar
M.A	2023	718/1100	A	University Of Peshawar
D.I.T Diploma	2019	1160/1400	A+	Khyber Pakhtunkhwa Board Of Technical Education Peshawar
MS Office	2024	87/100	A+	Inspire institute Peshawar

Experiences:

- One 1 Year Experience in Data Entry Operator Yousaf Zia Property Consultant A Trust Real Estate Agency In IT Department. 20th August 2019 To 30th August 2020
- Two 2 Year's Teaching Experience for high class's in Iqra Noor Ul Quran Academy High School Mullazia Regi Peshawar .15th April 2017 To 20th April 2019
- One 1 Years' Experience Receptionist in Private Sector.

Computer Skills:

- Expert In Microsoft Office :
MS Word MS Excel MS Power Point
- Computer Typing Speed :
40 (wpm)

Personal Characteristics:

- Self-Motivated & able to take initiative.
- Able to adjust in different Environment.
- Studious & confident.
- Organization capacity.
- Interested in cricket.
- I am hard working person.

Language skill:

S/No	Language	Read	Write	Speak
1	Pashto	Excellent	Excellent	Fluent
2	English	Excellent	Excellent	Fluent
3	Urdu	Excellent	Excellent	Fluent

References:

- **Khadim Hussain:** In Health Department Officer (BPS-12). (03219097281).
- **Ayoub khan:** In Irrigation Department Peshawar Office Assistant.(03139935808)
- **Uzair Ahmed:** Physiologist Doctor In (CMH) Hospital Rawalpindi.(03339345557)