



MUHAMMAD YASEEN QURESHI

CONTACT

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Address
char bagh jangle khel kohat
peshawar road street name
ghulam jaan tehkih dar near
kamal general store, kohat
Pakistan

Skills

Ms office



reseller shop attendant



graphic desighning



ADIT diploma in computer



Data Entry operator



Adobe photoshop , coral draw ,
inpage , Auto cade ,hard ware ,
Access data base



Languages

Urdu , English , Pushto .



SUMMARY

- Committed to utilizing my skills to further the mission of a company.
- Dedicated Customer Service Representative dedicated to providing quality care for ultimate customer satisfaction.
- Proven ability to establish and maintain excellent communication and relationships with clients.
- Resourceful and dedicated High School student with excellent analytical skills and a demonstrated commitment to providing great customer service.

Work Experience

hi tech scientific intermation | kohat Pakistan

accountant | Feb.2014 - Apr.2016

- Served as a friendly, hardworking, and punctual employee.
- Organized and prioritized work to complete assignments in a timely, efficient manner.
- Effectively participated in cross-team strategizing efforts to achieve optimal goals.

kohat Gym | kohat Pakistan

trainer | Mar.2019 - Present

- Served as a friendly, hardworking, and punctual employee.
- Promoted a positive public image for the company and worked to control the dissemination of information.

- Operated with a willingness to embrace chance and adapt strategies accordingly.

Al farooq cloths | kohat Pakistan

seller | Feb.2016 - Jul.2019

- Worked well independently and on a team to solve problems.
- Organized and prioritized work to complete assignments in a timely, efficient manner.
- Maintained an eagerness to add to my knowledge and skills.

Education

Hira public school jangle khel kohat | kohat Pakistan

kohat , secondary school | Mar.2003 - Mar.2004

Govt degree college No : 2 KDA kohat | kohat Pakistan

kohat , Intermediate | Mar.2005 - Mar.2006

kohat university of science and technology | kohat Pakistan

kohat , Bachelor of Arts | Apr.2008 - Feb.2010

kohat university of science and technology | kohat Pakistan

kohat , Master of Arts | Feb.2011 - Sep.2013