



Nabeel Arshad

🏠 752 GB pirmahal Toba Tek Sing

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Objectives

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company. Seeking an entry-level position to begin my career in a high-level professional environment. To secure employment with a reputable company, where I can utilize my skills and business studies background to the maximum. Seeking a challenging career with an MNC. A highly organized and hard-working individual looking for a responsible position to gain practical experience. To make use of my interpersonal skills to achieve goals of a company that focuses on customer satisfaction and customer experience.

CvQualifications

8/2009 - 8/2010

Govt school 331GB pirmahal

Matric (sce)

9/2010 - 8/2013

Jinnaha college pirmahal

I.com

10/2013 - 12/2015

Punjab college Toba Tek Sing

B.com

3/2020 - Present

Virtual vniveristy

MBA(Hrm)

CvExperience

3/2013 - 9/2015

Allied public school

Teacher

Teaching and Administrative responsibilities

10/2015 - 12/2016

Nestle pvt Ltd pakistan

Auditor

Make markeet audit report and solved the problems of shope keepers

1/2016 - 1/2017

Nestle pvt Ltd Pakistan

Merchandisser

communicate to customer about product and make order

2/2017 - 9/2018

Nestle pvt Ltd Pakistan

Store Supervissor

*Maintain the store *Full fill the store needs *Makes order about requirment and increase the efficency of store

11/2020 - Present

Faisalabad oil refinery pvt Ltd Pakistan

Hr Assistant

*Maintain the employ record *Make salary *Make employ files *Administrative work

SKILLS

Technical CvSkills

Ms Word

MS EXCEL

Management CvSkills

Office administration,Hr policies,Main.taining

files,Problem resolution, Mail handling.

CvPersonal Information

Father Name:

Muhammad Arshad

Date Of Birth:

6/6/1994

CNIC:

3330248763951

Nationality:

Pakistani

Martial Status:

Un married

Religion:

Islam

References

Request On Demand