



MUHAMMAD ADEEL

Village Tamma ajaib Post Office Syed Hussain Tehsil Dina District
Jhelum.

☎ : (+92) 0313-0055716

Objective

To seek a position that is related to my knowledge, background and ability, that would contribute into my professional development and the entire organization.

Personal Statement

I believe in independency, determination and hard work in every single given task. The Confidence and belief in one's capabilities is what makes one competitive as well as good looking.

Personal Information

- Father's Name: Muhammad Jahangir
- Date of Birth: 05/06/2003
- C.N.I.C No: 37304-0364630-1
- Passport No: EH1406301
- Nationality: Pakistani
- Marital Status: Single
- Religion: Islam
- Gender: Male

Academic & Other Qualification

Qualification	Board / University	Grades/Division	Year
Matriculation	Rawalpindi Board	A	2019
F.Sc Pre-Engineering	Rawalpindi Board	A	2021
Associate Degree in Arts	University of The Punjab	1 st Division	2023

Computer Skills

- **MS Word.**
- **MS Power Point.**
- **MS Excel.**
- **Utility of E-mail and Internet.**
- **Basic Information.**

Other Skills

- **Proficient in presentations.**
- **Ability to plan, organize and keep doing when things get difficult.**
- **Always keen to learn new task/skills quickly.**
- **Efficient in working individually and in a group.**
- **Good Communication Skills.**

Field of Interest

- **Management Work.**
- **Event Management.**
- **Team Coordination and Management.**

Job Experience

- **1 Year Experience as a Salesman in Books and Stationary Store in Dina.**

Languages

- **English**
- **Urdu**
- **Punjabi**