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|   CURRICULUM VITAE**Profile summary*** 2 years of experience in travel agency as customer relation and data entry executive.
* Very good idea in computer hardware and software.

Personal Data:**Date of Birth** : 22-06-1990**Sex** : Male**Nationality**  :Pakistani**Religion**  : Islam **Marital Status :** Single**LANGUAGES KNOWN*** **English** (speak, Read & write)
* **Hindi**  ( speak,)
* **Urudu**(speak, Read & write)

   |  **Gulfjobseeker.com CV No:** 255771E-mail: gulfjobseeker@gmail.comARSALAN AZIZ**Career Objective**Being part of an organization with a relaxed and enriching working environment that offers exciting & challenging careers with excellent benefits and exceptional advancement opportunities. **Professional Experience****Worked with Karwan-e- Barakati Travels and Tours , , Pakistan as Customer relation Data Entry Execute** **June 2013 to July 2015** **Job Responsibility** * Handling the incoming customers
* Check and verify the documents
* Enter the details in to the system
* Handle the queries of the customers

**Worked with Laptop City, , Pakistan as Service Executive from July 2012 to June 2013** **Job Responsibility** * Laptop repairing.
* Installation of laptop and desktop
* Installation all accessories like printer, scanner etc…..

**Worked with Karachi Health Authority, , Pakistan as Polio Vaccination in charge from April 2006 to May 2011** **Job Responsibility** * Manage the Vaccination team of four groups
* Give the time and area schedules for the teams
* Check the stocks and availability of the Polio vaccines.
* Report to the Town Health Officer Liaquatabad.
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| **Academic Record*** Intermediate in Commerce at Intermediate Education , Pakistan passed in 2012.
* Matriculation from Board of Secondary Education Karachi.
* Certificate course in Computer repair and network technitian9Board of technical education)
* Certificate course in Graphic and Web Designing (Sindh of Technical Education)

**Software and Hardware Skill*** M.S. Word, M.S. Excel, M.S. Power Point
* Adobe Photoshop
* All kind of hardware repairing and installation
* Email & internet applications
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Competencies

* Optimistic and energetic
* Focused in achieving goals
* Open minded and cooperative
* Committed to deadlines and schedules.
* Team player