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**KHALID**

**Khalid.277469@2freemail.com**

***OBJECTIVES***

Maximum use of abilities and effective performance of responsibilities that leads towards optimal achievement

***EDUCATIONAL BACKGROUND***

* **MBA** (Finance) **2013**
* **Hamdard University**
* Karachi, Pakistan
* **BBA(Hons) 2008**
* **Indus University**
* Karachi, Pakistan
* 2.97 CGPA

***EXPERIENCE***

* **Shaheed Benazir Bhutto University**
* Nawabshah Pakistan
* Designation: Accountant
* Tenure: Feb 2015 Till date

**AMRDO Micro Finance**

* Nawabshah Pakistan
* Designation: Accountant
* Tenure: Jan 2014- Aug 2014

**GemNet (Pvt.) Limited**

* Karachi- Pakistan
* Designation: Finance executive
* Tenure: Jan 2013- Dec 2013

**HM Indus Accountants and consultants**

* Karachi- Pakistan
* Designation: Accounts Trainee
* Tenure: Jul 2012- Dec 2012

**Z.Lakhani& Co. Chartered Accountants**

* Karachi- Pakistan
* Designation: Accounts Trainee
* Tenure: Jan 2012- Jun 2012.

***COMPUTER SKILLS***

* Six Month Course Of C.I.T
* MS Office (MS Word, MS Excel, MS Power Point)
* MS Outlook
* Internet Application
* Accounting software Quick Books- Accountant Edition.

***PERSONAL PROFILES***

* Good at Presentation, Documentation and Communication
* Able to work under pressure and meet deadlines.
* Familiar how to work with a team.
* Strong Analytical Skills/Speaking English.

***EXTRA CURRICULAR ACTIVITIES***

* Surfing Internet, Reading Islamic books, Research books & magazines, Playing Cricket & Hockey.

***REFRENCE***

* Will be provided on request if required.