MUHAMMAD

APPLY FOR JOB IN H-R

 **MUHAMMAD**

**MUHAMMAD.331186@2freemail.com**

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**CAREER OBJECTIVE**

To seek challenges as a business administrator in a diverse back ground where expertise in business skills could be utilized and advanced. To be able to work on own initiative or as part of a team. Job perfection and cooperation is my prime motto.

**Career Profile**:

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**education**

|  |  |  |
| --- | --- | --- |
| Degree | Institute | Year |
| **MPA**(Master In Public Administration) (In HRM)  | UNIERSITY OF KARACHI | COMPLETEDNovember-2016 |
| **BBA**(Bachelor In Business Administration)(In HRM) | FEDERAL URDU UNIVERSITY | 2014 |
|   INTER (PRE ENG) |   SUPERIOR SCIENCE COLLEGE | 2009 |
| MATRIC | NOMAN PUBLIC SCHOOL |   2007 |

**CERTIFICATE COURSE**

|  |  |  |
| --- | --- | --- |
| ENGLISH LANGUAGE | KARACHI UNIVERSITY |  2011 |

**PROJECT**

**I have done Eight month project on Documentation Management in Human Resource Department at TCS (pvt) ltd**

**INTERNSHIP**

**I have done internship in PIA.**

**EXPERIENCE**

I have an experience for more than one years as a chemistry and mathematics teacher of class 9 and 10.

**Relevant Skills & Interests**

* Work well with others and I make a good team leader.
* Team player with a positive attitude and result-oriented.
* Effective problem solving & updating with New Technologies.
* Application Design, Development, Information System and Management Analysis.
* Willing to Travel.

**Strengths**

* Positive thinker with high energy level, career-oriented, quick learner with positive can-do attitude. Ability to work efficiently & effectively as part of a team.