MUHAMMAD

APPLY FOR JOB IN H-R

**MUHAMMAD**

[**MUHAMMAD.331186@2freemail.com**](mailto: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**

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| --- | --- | --- |
| Degree | Institute | Year |
| **MPA**  (Master In Public Administration)  (In HRM) | UNIERSITY OF KARACHI | COMPLETED  November-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.