

ASIM

ASIM.366206@2freemail.com

***EDUCATIO­N***

**INFORMATION TECHNOLOGY**

* (Masters) M.A ( International Relation) from Karachi University. Year (2014)

 Major subjects- ( International Law, Pak-World Affairs, International Economics & Politics )

* (Bachelors) B.A ( Economics,Inter.Relat, Islamic.H) from Karachi University. Year (2007)
* ( Inter ) F.S.C ( Pre-Engineering) from Karachi University. Year (2003)
* (Metric) Metric (Science) from High School Hub. Year (2000)

***DIPLOMA & SKILLS***

**INFORMATION TECHNOLOGY**

* (D.H.N) ( Diploma in Hardware & Networking) Reg. with ( Skill.Development.Council ) Year (2006)
* (C.I.T) ( Certificate in Information Technology) Reg. with ( Skill.Development.Council ) Year (2003)
* ( D.E.L ) ( Diploma in English Language) Reg. with ( Skill.Development.Council ) Year (2007)
* ( D.I.T ) ( Diploma in Info.Tech “ Two Modules”) Reg. with ( Skill.Development.Council ) Year (2005)
* (P.O.M) ( Certificate in Performance) Reg. with ( Skill.Development.Council ) Year (2002)

 of School Management System.

***PROFESSIONAL EXPERIENCE***

**~ January 2004 ~ (Tylon Multynational Company) ( I.T INCHARGE )**

*Work Experience:-*

 Two years worked as I.T Incharge for Multy National Company Tylon. it was my responsibility, install new computer hardware/software and peripherals installed equipment and software and performe all type hardware/software repair, reconfigure exiting system to accommodate additional component, troubleshoot all areas of computer functioning repair or upgrade as needed, communicate issues analysis and solutions. Provided quality to departmentally service at all levels.

**~ March 2007 ~ ( PAKISTAN NAVY P.N.A.D ) ( CTC INCHARGE / P.A TO M.D )**

*Work Experience:-*

 Three years worked as CTC Incharge (Computer Training Centre) and have served duty as P.A to Managing Director ( PNAD ) PAKISTAN NAVY. Also worked there, as Admin Section & H.R Incharge.

**December 2009 ~ (GAWADER PORT AUTHORITY) ( I.T INCHARGE & ADMIN OFFICER)**

*Work Experience:-*

 Three Years Working as I.T Incharge & Admin Officer of Gawader Port Authority, Balochistan, there was my responsibility to managed I.T Branch, Resolve Problems Networking, Hardware & Software’s Troubleshooting, Also worked there as a Admin & Estate Officer.

**January 2012 to 2015 ~ (MARBLE & CONSTRUCTION) ( Manager)**

*Work Experience:-*

 Three Years and present Working as Showroom/Office Manager of Marble & Construction Management, Sale & Purchase, ever dealing related with Marble/Granite & Construction field.

***PERSONAL HOBBIES***

**EDUCATIO­N**

**INFORMATION TECHNOLOGY**

* Swimming.
* Reading Books & Games.
* Cricket.

Objective:-

*I am interested and have also experience in ( Admin / I.T / Human Resources & Public Relation), Management &*

 *Controlling. It is requested to give a chance to serve under your kind control, i will try to prove myself as an asset to*

 *the organization.*