

The Business with the best win

**Badsha**

E-mail: badsha.374074@2freemail.com

**OBJECTIVE:**

My aim is to work in a professional organization to contribute my skills and abilities in contributing to its success and growth while developing long term relationship based on trust and loyalty.

**PROFILE SUMMARY:**

* Motivated and enthusiastic individual having hands on experience in **Sales, Customer Service, Collections&Accounts.**
* Good team player, innovator, problem solver with analytical abilities.
* Ability to work under pressure, while focusing on achieving the sales targets.
* Holding **M.com (Finance)**and **B.com (Honor)** degree from the **University of Peshawar (Pakistan)**.
* Motivated and enthusiastic individual keen to grasp new ideas & concepts, and develop innovative & creative solutions to problems.
* Critical thinker & Planner with focus on achieving goals through hard work.
* Positicattitude with motivation to excel, ability to work as a Team Player.

**WORK EXPERIENCE:**

**Medical Transcription & Billing Corporation (MTBC):**(A Unique Healthcare IT Company) Location: Rawalpindi PakistanDesignation:**Billing executive** and**Backup Team Lead** 15thSep 2014 – Sep 2015

**Mobilink:**
(Pakistan Mobile Communications Limited - PMCL) Location: Islamabad Pakistan
Designation:**Customer care representative (CCR)** 4th Jan 2010 – 12th Mar 2013

**PMTAC:**

Designation: Accountant (Finance) Location:RawalpindiPakistan

 6TH June 2017 to till date

**EDUCATION:**

* **2006-2007: M.com ( Finance )** University of Peshawar (Pakistan)
* **2005-2006: B.com ( Honor )** University of Peshawar(Pakistan)

**SKILLS:**

* Proficient in Microsoft Applications MS Word, MS Excel and Siebel etc.
* Peachtree complete accounting.
* Fluency in English, Urdu and Pashto.
* Excellent Communication, Presentation, Management, Interpersonal & Public Relation Skills.

**PERSONAL INFORMATION:**

* Date of Birth: 15th November 1981
* Religion: Islam
* Citizenship: Pakistani
* Domicile: Nowshera (KhyberPakhtunkhwa)