**Application for waiter/room boy/door boy/ kitchen helper job**

**I want to do any type of jon.**

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| **Summary** |

After my school education I am working in different companies in Pakistan now I am working as Sales/ Cashier / Data Entry Operator/ Receptionist / Public Dealing in a private orgnization In Lahore Pakistan.

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| **Personal Profile** |

Date of Birth : 24Aug, 1990

Place of Birth : Lahore

Religion : Islam

Nationality : Pakistani

Marital Status : Single

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| **Basic Education** |

* Matriculation: Board of Intermediate & Secondary

Education, Lahore.

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| **Diploma/Trainings** |

* Diploma in Computer Hardware/ Software from Govt. Islamia Collage Lahore, Pakistan.
* Diploma in Microsoft Office (word, excel, powerpoint, windows) from Prime Computer collage Lahore, Pakistan.
* Know how about computer networking

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| **Computer Skills** |

* MS Office (Word, Excel, Power Point)
* MS Windows
* Web Browsing/Emailing
* Searching and Emailing

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| **Experiences** |

* Working as SALES/ RECEPTIONIST/ CASHIER /DATA ENTRY OPERATOR in AL-RAZI health care (Pvt) Ltd. (A Project of Dhabi Group) Lahore, Pakistan Jan-2014 to date.
* Working as SALES/ RCEPTIONIST/DATA ENTRY OPRATOR/COSTUMERS DEALING at Lahore Trading (Distributor of Juices, Candies, Chocolates etc) Lahore, Pakistan. May-2010 to Dec-2013 4years.
* Working as a Receptionist/Cashier in King Burger at Lahore, Pakistan. 1 Year

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| **Best Achievement Sales Award** |

Best Sales Achievement Sales Award from Al-Razi Healthcare (Pvt) Ltd. (A Project Of Dhabi Group

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| **Liabilities/** **Responsibilities** |

* Data Entry
* Costumers Protocol
* Cash handling
* Complain mangement
* Costumers Billing
* Staff Duty Schedule
* And All Others Matters

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| **Languages** |

* English
* Urdu
* Punjab

**First Name of Application CV No: 408084**

Whatsapp Mobile: +971504753686

