



## LAEEQ AHMED

### Address

Dhoke Paryot, village Sehr, post office Sehr, tahseel Kahuta, district Rawalpindi.

### Phone No

+923350595782  
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### Email

laeeqsin@gmail.com

## Objective

My objective is to seek a job using my skills and qualification. I am looking for an opportunity that would help me to enhance my skills and knowledge and my growth with more efficiency and hard work. I'm confident that I will be able to fulfill my duties and obligations in conformity to the requirements of the organization.

## Personal details

C.N.I.C No	37402-7731213-7
Date of Birth	05/03/2003
Nationality	Pakistani
Domicile	Rawalpindi
Religion	Islam
Marital Status	Single
City	Kallar Syedan

## Academic Details

<u>Degree name</u>	<u>BISE / University</u>	<u>Marks</u>	<u>%age</u>	<u>Grade</u>	<u>Division</u>	<u>Year</u>
SSC	BISE Rawalpindi	688	62%	2nd	2 <sup>nd</sup>	2018
Intermediate	BISE Rawalpindi	563	51%	3rd	3 <sup>rd</sup>	2020

## **Courses / Certificate Details**

<b><u>Course / Certificate name</u></b>	<b><u>Institute name</u></b>	<b><u>Duration</u></b>	<b><u>Year</u></b>
➤ Basic introduction of Computer ➤ MS Office ➤ Internet connectivity ➤ Web Browsing ➤ Email	London Academy of English and Computer Kallar Syedan	3 Months	2020

## **Personal skills**

- ✦ Hard working
- ✦ Effective Communication skill
- ✦ Active listening skill
- ✦ Time management
- ✦ Team work
- ✦ Self-Motivated
- ✦ Honesty
- ✦ Adaptability
- ✦ Open-Mindedness

## **Strengths**

- ➔ Excellence communication and public relation skill.
- ➔ Ability to work under any resource provider.

## **Hobbies**

- ✦ Playing games
- ✦ Listening music
- ✦ Book reading

## **Declaration**

I here by declare that the above information is true and correct to that best of my knowledge and believe.

## **Languages**

- ☞ Urdu
- ☞ Hindi
- ☞ English

**Date:** 02-januvary-2022

**Sign:** *Laeq Ahmed*