

## Mahnoor Arshad

### Professional Résumé

**Date of Birth :** 18 November 2002    **Age:** 21 years

**Address:** Colony no.3 street no.3 house no.512  
Khanewal

**Contact:** +92 304 0455320

**Email(s):** [mahnoorarshad.034@gmail.com](mailto:mahnoorarshad.034@gmail.com)



**Objective:** Looking for an entry in to a highly professional organization with challenging and competitive environment, where I can use my knowledge based as well as personal attributes to achieve the organization goals.

### Professional Career Summary:

**Qualification :** Bachelor of Business Administration

**Education :** F.SC (Pre Medical)

### Professional Certification & Academic Education

Sr. Certification / Degree	Institution / University	Specialization / Major	Passing Year	Marks Obt.
3 BBA	UCMS	Human Resource Management	2024	3.41 cgpa
2 FSC (Pre Medical)	Women College Khanewal	Pre-Medical	2020	566
1 SSC	GG Hassan Model School	Science	2018	861

### Computer Skills and Other Abilities

Sr.	Skills & Abilities	Proficiency Level	Last Used / Practiced
1	Microsoft Word	Good	Currently Using
2	Soft Presentation	Good	Currently Using
3	Outlook Express	Good	Currently Using
4	Spread Sheet	Good	Currently Using
5	Excel	Good	Currently Using

### Co-curricular / Leisure Activities

Sr.	Description of Activities
1	Reading Books
2	Movies
3	Listen News
4	photographer

**Personal Information**

Father's Name : Muhammad Arshad  
Marital Status : Single  
CNIC No. : 36103-0127941-0  
Religion : Islam  
Language Competency : English & Urdu

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**Skills:**

Leadership Ability  
Dropshipper  
Social Worker  
Solid Verbal and Oral communicator  
Time Management  
Active Listener

**References**

Reference will be provided on demand -----

