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| Born 05-Mar-1995 | **Waheed Athar**  Address: House No.P-548 neghebanpura block C railway housing, Faisalabad. Cell: +92-3227166579  Email: [waheed.athar95@yahoo.com](mailto:waheed.athar95@yahoo.com) |
| **Detail** | * Hard working, possess strong planning, organizing and monitoring abilities * Motivated, enthusiastic and determined to move forward in life * Reliable and dependable in meeting the objectives * Good communication and interpersonal skills, an efficient time manager * Led several cross-functional teams and coached team members, as   appropriate, to develop skills and confidence in their ability to examine work processes, create solutions, and measure improvements. |
| **Education & Qualification** | **University of Agriculture Faisalabad**  Master’s in Business Administration 2020  **GC University, Faisalabad**  ADP(B.COM) 2016  **BISE, Faisalabad**  I.COM 2014  **Govt. Technical Training Institute Faisalabad**  Auto mechanic Car (Diploma) 2012  **BISE, Faisalabad**  Matriculation 2011 |
| **Professional Experience** | **Call center** (part time) 2014  Call operator  **Supreme Autos (Mechanic) 2012 to 2016**  **Supreme Autos (Supervisor) 2016 to 2021**  **Centre for disabled (NASHEMAN) Faisalabad**  Instructor (Auto mechanic) Part time Jun 2019 To Jan 2022  Instructor (Auto electrician) Jun 2021 to December 2021 |
| **Computer Skills** | * MS Office (Word, Excel, Power Point) * Data Analysis and Report Writing * System/Application Software Installation * Hardware Maintenance & Device Installation * Internet-Email * Web Browsing |

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| **Personal Skills** | * Quick Learner * Self-Motivated * Multi-Tasking * Problem Solving Skills * Ability to perform under pressure * Excellent Communication Skills * Self-Organized * Excellent Customer Services * Customer and Business oriented * Ability to work on tight deadlines * Excellent Analytical Skills * Attention to details * Great Understanding of Markets. * Ability to solve complex problems Initiative * Hardworking * Approachable * Great Business writing Skills |
| **Personal Profile** | Father’s Name: Abdul Khaliq Marital Status: Unmarried  CNIC No: 33102-2008886-3  Domicile: Punjab  Religion: Islam  Gender: Male  Nationality: Pakistani  Language English , Urdu, Punjabi |
| **Interests** | * Seeking opportunity of meeting with business leaders * Exploring new business ideas * Social Relations |