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| Born 05-Mar-1995 | **Waheed Athar**Address: House No.P-548 neghebanpura block C railway housing, Faisalabad. Cell: +92-3227166579Email: 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) 2014Call 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
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| **Personal Profile** | Father’s Name: Abdul Khaliq Marital Status: UnmarriedCNIC No: 33102-2008886-3Domicile: PunjabReligion: IslamGender: MaleNationality: PakistaniLanguage English , Urdu, Punjabi |
| **Interests** | * Seeking opportunity of meeting with business leaders
* Exploring new business ideas
* Social Relations
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