

IZHAR AHMAD

DATA ENTRY OPERATOR

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OBJECTIVE

Interested in the role of a Software developer where I can contribute my analytical, programming skills and knowledge acquired by pursuing my degree in Computer Science. Looking for a dynamic and progressive company where my skills are utilized in the maximum way possible.



EDUCATION

BS Computer Science | Hazara University Mansehra

JAN 2011 – DEC 2015

I completed my graduation in computer science having major subjects of Programming, Object Oriented Programming, Web design and development, DDBMS with the **CGPA 2.92**.

FSC | Tipu Model School and College, Kabal Swat

MAR 2008 – MAY 2010

During these two years of study I learned about mathematics, Science subjects and much more that become the basic foundation of my graduation studies.



EXPERIENCE

Data entry operator | Crown Travel & Tours Swat kpk Pakistan

JAN 2019 – DEC 2021

My service to this company is a Entering data from source documents to system.

- Compiling, verifying the accuracy, and sorting information on the system.
- Research and obtain further information for incomplete documents.
- Respond to queries for information and access relevant files.
- Reviewing data for deficiencies or errors, correcting any incompatibilities, and checking output.
- Files and retrieves corporate documents, records, and reports.
- Documentation, filling, reporting, and E-mail correspondence.

Data entry operator | Shaheen parma swat kpk Pakistan

MARCH 2016 – DEC 2018

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- Compiling, verifying the accuracy, and sorting information on the system.
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SKILLS

- ASP.Net Web Forms
- MVC Framework
- Ajax
- Web API's
- C#
- Bootstrap
- HTML5, CSS
- Google Charts
- JQuery
- Angular JS
- MS SQL Server
- Crystal Reports
- RDLC Reports
- XML
- JSON



CERTIFICATES

- Skill Development Council Peshawar : Microsoft office
- COMSATS institute of information technology Abbottabad : Website design & development
- TECHNO TRACKS Institute of Management & IT Abbottabad : Desktop Application using C#
: Advanced Networking
: PHP, My SQL
: Graphics Designing