

TAYYAB ALI

Contact : 052-7652017

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OBJECTIVE

I am a professional, highly motivated individual who is an excellent timekeeper with outstanding punctuality history. A strong team player with excellent organization skills and a good sense of humor, I am from a strong academic background where I have learnt to adapt quickly into new environments and have the ability to work under pressure whilst maintaining high quality of work. I possess excellent communication skills at all levels, both written and verbal. An analytical thinker with an enthusiasm to succeed, I feel I am an ideal candidate for this position requiring initiative, responsibility and challenge with a passion to succeed.

PROFESSIONAL EDUCATION

- **2013** Punjab university Lahore Punjab pakistan .
B-Com (Bachelor in Commerce)
- **2010** Board of intermediate and secondary education Gujranwala Punjab Pakistan
F.A Major Subject Commerce
- **2008** Board of intermediate and secondary education Gujranwala Punjab Pakistan.
Matriculation in Arts

EXPERIENCE

CSR

2013	to	2015
<u>Customer sales relation officer</u>		
UBL BANK PAKISTAN.		

EXPERIENCE

2015	to	2017
<u>Accountant and supervisor</u>		
<u>NAJMAT AL KARAMA</u>		
<u>TECHNICAL LLC. DUBAI UAE.</u>		

EXPERIENCE

2018	to	2020
<u>Assistant Store Incharge</u>		
<u>TRIMED PVT LIMITED</u>		
<u>Pakistan</u>		

SKILLS

- MS Dos, Win95, Win98, Windows 2000, Windows XP, Windows Vista, Windows 7 and Windows 8 Windows 10.
- All Kind of Hardware Troubleshooting, Systems, Printer, Monitor, etc.
- Ms Office 2000, XP 2003, 2007 and also 2010 and 2013 2016
- Internet Application & Searching.

INTERPERSONAL SKILLS

- Excellent written and verbal communication skills
- Building and maintain positive working relationships
- Strong analytical ability, tenacity and sound judgment
- Innovation & Implementing New Ideas

PERSONAL PROFILE

Name.	Tayyab Ali
Father's Name	Arif Hussain
Date of Birth	24-10-1990.
Nationality.	Pakistani
Passport No.	GX1812871
Marital Status	Married
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