

AMEER HASSAN

House No. 165, Survey No 553, Amar-e-Yasir Malir City, Karachi.

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OBJECTIVE: To devote for unmatched and highly extensive and to exchange my enthusiasm into a renowned organization of the high repute with professional capability and excellence. To Secure A Challenging Position In An Organization, When I Could Utilize Best Of My Skill In The Keen Interest Of The Organization, Good Interpersonal, Ability To Accept Challenges, Doing Work As Challenger, Energetic, Very Honest And Trustworthy.

STRENGTHS:

- § Friendly, Enthusiastic and Persuasive.
- § Ability to accept challenges.
- § Doing work as challenger.

ACADEMIC QUALIFICATION:

[2008] F.Sc (Commerce)
Govt. Degree Science College
Karachi.

[2006] MATRIC
Hassan Academy Grammar School
Karachi.

EXTRA QUALIFICATION

- § Merchandizing Course (Ministry of Textile Ind)
PHMA-IKTK Institute.
- § Ms Office Computer Course Six Month.

COMPUTER EFFICACY:

- § Proficient in MS Office, Windows XP.
- § Web Browsing.

EXPERIENCE:

§ Worked as a **Computer Operator & Lab Technician** in **GEO COSTAL (Soils & Materials Testing Laboratory)** from March 2007 to August 06th 2009.

§ Worked as an **Export Asst Mang** in **ARTISTIC DENIM MILLS LTD (ADM TEXTILE)** from August 10th 2009 to till 201[6]

WORK: * PREPARE EXPORT DOCUMENTS AND REPORT EXPORT READY DOCS_TO BE REPORTED MANAGER ON DAILY BASIS.

* PREPARE REBATE CLAIMS AND FREIGHT INVOICES EXPORT CONTAINERS AND FORWARD TO ACCOUNTS DEPARTMENTS.

* COMMUNICATE WITH SHIPPING LINES REGARDING VESSELS ARRIVAL AND DEPARTURE.

* PREPARE MONTHLY EXPORT STATISTICS REPORT TO MANAGER

PERSONAL INTEREST:

§ Marketing.

LINGUAL PROFICIENCY:

§ Urdu & English.

HOBBIES:

§ Internet Surfing.

§ Socializing.

PERSONAL INFORMATION:

§ Father's Name: Zaki Hassan

§ Date of birth: 13-04-1990

§ Marital Status: Single

§ Nationality: Pakistani

§ CNIC No: 42501-0626844-5

§ Pass Port #: CK6808442

§ Domicile/PRC: Karachi (Sindh)

INFORMATORY PREFACE:

I am a bonafide citizen of Pakistan, being to a reputable and noble family, having spiritual thoughts for my employer and the colleagues. I am very much assure, that if am given an opportunity to serve for the growth of organization. I assure you that I shall manage the related business up to the maximum extent.