



From Qatar

# HAKIM ULLAH

## CONTACTS



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Building 5, Street 940, Near Oqba  
Metro Station, Doha, Qatar

## PERSONAL DETAILS



**Date of birth**  
27/08/1998

**Nationality**  
Pakistani

**Visa status**  
Residency

**Marital status**  
Married

## ABOUT ME



I am confident and enthusiastic person with the ability to learn and adopt quickly new challenges and to handle difficult situation under pressure. I have an organized approach with good communication skills, which enables me to work effectively either on my own or as a part of the team. Thank you

## EDUCATION



2020

### BACHELOR OF SCIENCE

UST Bannu | Pakistan

**Bachler Of Science**

2017

### PRE-ENGINEERING

FMSC F.R Bannu, Pakistan | Pakistan

2017

### DIPLOMA IN INFORMATION TECHNOLOGY

KPTTB | Pakistan

*Completion course*

1. Database 2. MS Office 3. E-Commerece & Web Technology  
4. Graphic Design 5. Projects

## WORK EXPERIENCE



MAY 2017

### OFFICE ASSISTANT

DEC 2018

*Captain Security Services | ICT, Pakistan*

**Responsibilities were to manage clerical duties, Data processing, Dispatch and receipt of documents and attend all day to day assignments extended to him by the CEO/Undersigned.**

*Works in the following services,*

1. Printing 2. Internet, Emails, Faxing 3. Data Entry 4. MS Office  
5. Windows Installation

LANGUAGES



Hindi

Urdu

English

Pashto

Arabic

DRIVING LICENSE



Driving license category  
Light Vehicle

COURSE



JUN 2016

DEC 2016

COMMUNICATION, COMPUTER LAB

HOLY FIELD ACADEMY

SKILLS



MS Office

Internet, Faxing, Emails

Typing WPM 35+

Communication

HOBBIES



- Computer
  - Histories

- Football