



CURRICULAM VITAE

Muhsin Ali

Profile:

Name: Muhsin Ali
Father Name: Zard Ali
Date of Birth: 2nd Mar 1997
Nationality: Pakistani
Passport No. PC1813442
Religion: Islam
Marital Status: Married

Present Address:

Old Salata Doha Qatar.

Contacts:

+97450303316

E-mail:

muhsinali.ra55@gmail.com

Permanent Address:

Village Germany Kalay, P.O.
Box Darra Bazaar, Tribal Sub
Division Darra Adam Khel
District Kohat KPK Pakistan.

❖ Objectives:

Seeking a responsible and challenging position in a growth oriented progressive Institution where my experience and skills will significantly contribute to the overall success of the organization and provide opportunities for my career growth

❖ Academic Qualification:

S.S.C. (Science Group) 1st Division 2013 BISE Kohat

H.S.S.C (Computer Science) 2nd Division 2015 BISE Peshawar

❖ Experience in Qatar:

- More than 2 years of Driving experience in Qatar
- One and half year working experience as a Document Controller with Denver Power Contracting and Services W.L.L from November 2018 till May 2020 at AL SAAD, QATAR.
- Also performed the duties of an Accountant in the Denver Power Contracting and Services W.L.L from November 2018 till May 2020 at AL SAAD, QATAR.
- Moreover, performed the duties of Management Site Controller for the said period of time in Denver Power Contracting and Services W.L.L at AL SAAD, QATAR.
- Coordinated in preparing invoice in the same Denver Power Contracting and Services W.L.L for the said amount of time at AL SAAD, QATAR.
- One month worked with AL ZAHA TRADING AND CONTRACTING as a Document Controller at Waldorf Astoria Doha West Bay Project.
- One year and Seven months of Hospitality experience at Khan Baba Restaurant at Medina Khalifa as well as Nasco Cafeteria near National Museum of Qatar.
- Front Desk Reception: Booking appointments, Answering the Phone, Provide great customer service at Concorde Hotel Doha.

Hobbies:

Reading 📖
Travelling ✈️
Using internet activities 💻
Writing ✍️
Playing Games 🎮
Listening Music 🎧

Residency Details:

ID No: 29758603216
Expiry: 20-09-2026

Passport Details:

Passport No: PC1813442
Issue Date: 06-Aug-2021
Expiry Date: 06-Aug-2031

Awards:

Gold Medalist at Edwardes College Peshawar Pakistan for securing 1st Position in throughout Computer Science Department.

❖ Experience in Pakistan:

- 1 Year Experience as Ticket Booking Officer in Gulf Travel Agency at Peshawar Pakistan from 2014 till 2015 (Part Time).
- 1 Year Experience as Receptionist in KFC Peshawar Pakistan from 2015 till 2016.
- 2 Years' Experience as School Administrator Cumulatively Science Teacher at Oxford Public School and College Tribal Sub Division Darra Adam Khel District Kohat Pakistan from 2016 till 2018.
- Having 2 Years of Driving Experience in Peshawar Pakistan.

❖ Computer Skills:

- MS Office Automation (**WORD, EXCEL, POWERPOINT, ACCESS, OUTLOOK**).
- Operating System Configuration and Installation along with maintenance
- Typing Speed of English Writing almost about 30 + Words Per Minute

❖ Extra Skills:

- Superior in communication and interpersonal skills.
- Energetic, well behaved and efficient person.
- Easily adaptable to new concept and responsibilities.
- Work well independently as well as a team member.
- Extremely hardworking, self-motivated and goal oriented.

❖ Language:

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|-----------|-----------|
| ➤ Arabic | Excellent |
| ➤ English | Excellent |
| ➤ Urdu | Excellent |
| ➤ Pashto | Excellent |