

**Age:** 25 year

**Gender:** Male

201- Hidayat Ullah Block Mustafa town, Lahore, Pak.

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## Objective

To devote my knowledge, experience, skills, and energy to work for an institution reputed for its excellence in fostering journalism. I aspire to be a journalist who would utilize his skills of multidimensional knowledge in the development of the organization and employ my experiences for the advancement of journalism.

## Education

### **Hajvery University, (HU), Lahore, Pakistan.**

- . Bsc. Mass Communication, 2015-2019 (CGPA: 3.19/4.00)

### **Government College of Science (GCS), Lahore, Pakistan.**

- . F.A General Science, 2011-2013

### **PIPS School System, Lahore, Pakistan.**

- . Matriculation with Science Subjects, 2009-2011

## Skills & Strength

1. Good Research & Documentation
2. Excellent written & verbal communication
3. Video editing & Camera Handling
4. Film & TV Production
5. Field Reporting & Data Analysis
6. Investigative reporting
7. Sales and Product development

8. Marketing & Development
9. Photojournalism
10. Personal & Public speaking

### **Computer Expertise**

Experienced in Microsoft Office (MS Word, Power Point, MS Excel)  
Adobe Photoshop  
Adobe Premier

### **Work Experience**

#### **TV Today, (2019-2021)**

Worked as Assistant HR

**Responsibilities:** Supports human resources processes by administering tests, scheduling appointments, conducting orientation, maintaining records and information.

Welcomes new employees to the organization by conducting orientation.

Provides payroll information by collecting time and attendance records.

Submits employee data reports by assembling, preparing, and analyzing data.

Maintains employee confidence and protects operations by keeping human resource information confidential.

Maintains quality service by following organization standards.

#### **Channel Five (2019-2019)**

Worked as an Intern Field Reporter

**Responsibilities:** Field Reporting of Crime and General Beat, Data Collection and Report writing, Investigation and Story development.

#### **Vet Pharm (2017-2019)**

Working as a Business Development Manager

**Responsibilities:** Sales and trading of pharmaceutical products educate client about a company's products or services in order to increase sales develop relationships in new territories and increase sales by contacting potential clients directly.

## Volunteer Field Experience

### Din News Channel (2017)

**Responsibilities:** Worked as an intern in News production department & Field Reporting section

### Royal News Channel (2018)

**Responsibilities:** Worked as an intern as a News Anchor & Copy writing section

### Reactivate Marketing Agency (2016)

**Responsibilities:** Worked as a Project Supervisor

## Extracurricular Achievements

- Organized and Participated in Drama Festivals
- Arm Wrestler at University level
- Photographic Walks Organizer
- Body Builder at Regional Level
- Fitness Instructor at Olympic Gym

## Languages

English (*Fluent*)

Punjabi (*Native*)

Urdu (*Native*)

## Reference

Will be given on demand

