



IKRAM ULLAH

Computer Operator

ABOUT ME

Date of Birth: DEC 10, 1998 Age: 22
Gender: Male
Birth Place: KARACHI PAKISTAN

CONTACT



House A/89 Street #07
Docks Colony kemari khi



0092-3122356487
0092-3070295587



Ikramkhan936@yahoo.com



@Ikramkh20544791



passport: DF0007511

INTERESTS

Online Games Books
Problem Solving Machines
Physical Activities Coffee

HOBBIES



Language Proficiency...
Urdu English Pashto

CAREER OBJECTIVE

Seeking challenging role as a **Computer Operator** where my proficiency in the application of **computer** operations will be fully consumed to help the organization reach its **objectives** with excellence and ease. Skills: Expert in the installation of various software and other operating programs

EDUCATION

2014-TO-2017

DIPLOMA HOLDER

ADVANCE DIPLOMA IN
SOFTWARE ENGINEERING FROM
Aptech Computer Education

Certifications: 2013-TO-2014
INFORMATION TECHNOLOGY
FROM REAL COMPUTER INSTITUTE

MATRICULATION 2010-TO-2012

BISE

Subject that we have studied in Matriculation are
PRE-MED are English, Math's, Physics, Chemistry,
Biology, Urdu, Pakistan Studies and Islamic Studies.

EXPERIENCE

FRONT OFFICER

2018 TO DR. ZIAUDDIN HOSPITAL -PRESENT

*Serves patients by greeting and helping them, work in all counter
such as **Allied, Corporate, Lab, Radio, Emergency***

***Admission and bill clearance, friendly with all colleagues very polite ethically
deal patients with attendants, public dealing skills available with high
Qualities Respect all HOD***

OFFICE ASSISTANT

**2017 to 2018 | Euro Travel Agency
Computer Operator**

- 1 year experience as a office assistant
- Online ticket booking an every air line
- Online visa checking
- Consumer Dealing

EXPERTISE

MISCROSOFT SQL SERVER



ASP.NET MVC



OFFICE AUTOMATION



MISCROSOFT VISUAL
STUDIO



TEAM VIEWEAR ORACLE
ERP BUSINESS SUITE



TECHNICAL PROFICIENCIES:

JavaScript, JQuery, HTML, HTML5, CSS,
CSS3, Web Programming Skills, E-
Commerce, Teamwork, Verbal
Communication,
cross-browser compatibility, Web User
Interface Design (UI), Security Principles,
Object-Oriented Design, Web Services
(ASP.NET, Multimedia Content)

**Computer Operator 2015 To 2017
SHARJEEL PUBLIC SCHOOL **

*Development activities that involved new Student
and healthy relationship with Parents*

- **Making all type of Documents Such as ID Cards, Mark sheet, Pay slips, Certificates**
- **Full grip On Office Automation**
- **Conduct Fees and Make admission's**
- **Students Record keeping and Data Arranging skills**
- **Work with full of Dedications and Quality skills**

SKILLS

Attentive listening and effective
oral communication skills



Great at Problem Solving



Good Leadership Skills



Critical Thinker



Ability to quickly create and
apply ideas and solutions

