



# ADNAN GHAFAR

Mobile:

**+92 301 2690996**

**+92 328 6509454**

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## Personal Data:

Father's Name: Ahmad Ghafar

Date of Birth : 25<sup>th</sup> Oct 1990

Sex : Male

Nationality : Pakistani

Domicile : Layyah (Punjab)

CNIC No. : 32202-3775506-5

Address : Chak No 106ML  
Fateh Pur Teh.  
Karor Disst  
Layyah

Marital Status : Married

Language known:

To write : English  
Urdu

To speak : English  
Urdu  
Punjabi  
Saraiki

## Objective

Seeking a Challenging and responsible position in Dynamic Organization that can effectively utilize my Skills.

## Academic Profile

### B.A

- BZU Multan
- 459/800 (57.37%)  
Completed in **2011**.

### D.COM

- P.B.T.E Lahore.
- 765/1200 (63.75%)  
Completed in **2009**.

### SSC – Secondary School Certificate

- BISE D.G.Khan-Pakistan
- 623/850 (73.29%)  
Completed in **2007**.

## Extra Qualification

- **Computer Applications and Office Professional**  
From Punjab Vocational Training Council.

## Computer Skills

**Software Knowledge:** Microsoft Office, Inpage, CorelDraw  
Adobe Photoshop, Software Installation

**Hardware Knowledge:** Good knowledge in Computer  
Hardware

## Professional Experience-I

**Organization** : AL-Hameed Oil Agency Karor

**Position** : Cashier

**Duration** : 6 Months

## Professional Experience-II

**Organization** : Punjab Land Records Authority  
Lahore

**Position** : Service Center Official

**Duration** : Dec 2012 to Continue ...