*MUHAMMAD SIRAJ* C.V 

**Postal Address**:

3 Marla Scheme,House # 70,71.PAF Road

Tehsil & District Mianwali

**Mobile #** 0332-5130876/0307-5597724

*PERSONAL PROFILE*

* Father Name: Mushtaq Ahmad
* Date of Birth 29-01-1987
* CNIC NO. 38302-4994244-7
* Martial Status: Married
* Religious: Islam
* Gender: Male
* Domicile District Mianwali
* Province Punjab

*EDUCATIONAL BACKGROUND*:

|  |  |  |  |
| --- | --- | --- | --- |
| Examination | Passing Year | Marks | Board/ University |
| Matriculation | $$2003$$ | $$479$$ | BISE,Sargodha |
| (D.Com) Diploma of CommerceB.Com(Only part 1) | $$2006$$2009 | 632470 | PBTE,LahorePunjab Universcity |

***Computer Skills****:*

* + 06 Months Diploma in Computer Science from **Bright Academy of Computer**

**Science Chakwal** with “81%” Percentage.

* + 03 Month Certificate in “**Office Automation**” from **Sphinx Institute of Technology**

Chakwal with “91%” Percentage.

***EXPERIENCE:***

* Worked as a “**Patrolling Supervisor & Close Protection Officer (SPO)”** in

 **G4S Wackenhut Pakistan Pvt.Ltd.**weft. 27 August, 2010 to 11 December, 2011.

* 02 Year work experience in **Zim Security Company** with the Ambassador of State

Of Kuwait as a **“Protocol Officer” and “A” class Security.**

* 01 Year experience of **Accountant** Sunrise Public School Hajji Pura Sialkot. Weft.

 01-jan-2013 to Dec-2013.

* 01 Year & 2 Month Experience of **Production Manager** and also as **Accounts Clerk**

 in **SIX-B Foods Industries** Lahore. Weft. 01-jan-2014 to Feb-2015.

* Now a days I am working in Accounts Department as **Accounts Assistant** (from 20-02-2015 to till date) in city centre Shopping Mall, a Project of ***TEKG GEMINI***, 40 bank road Saddar Rawalpindi.

*LANGUAGE*: English, Urdu, Sraiki