



# FAROOQ AHMAD

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Tubewell Waseera P/O Chaintpur  
Tehh&Dist Nankana Sahib Pakistan

## SKILLS

- Computer skills MS Office Ms Excel Inpage
- Gmail Management. Internet Services
- Data Typing, English typing, Urdu typing

## LANGUAGES

- English Urdu Punjabi

## INTERESTS

- Reading Books, Newspaper and Playing games


## EDUCATION

- Bise Lahore, Matriculation**  
Sep,2010 - Jun,2012
- Bise Lahore, FA**  
Aug,2013 - May,2015
- University Of The Punjab Lahore, BA**  
Jan,2016 - May,2017
- Govt College University Faisalabad, MA English**  
Sep,2018 - Jun,2020
- Vocational training Institute Bucheki Nankana Sahib, Computer Diploma**  
Jan,2016 - Jun,2016

## EXPERIENCE

- Crown College Bucheki Nankana Sahib, 1 Year as a Data Entry Operator**  
Feb,2019 - Mar,2022
- Govt Elementary School Kot Akbar Dist Nankana Sahib, Two Years Experience as Paper Management**  
Apr,2017 - May,2019
- Fiverr, Translator**  
Apr,2021 - Aug,2022  
Work as translator at fiverr freelancing plate form

## CERTIFICATIONS

 **Vocational Training Institute Nankana Sahib**, Computer Application And Office Management

2015

 **National Education And Scholarship Institute Lahore**, Virtual Assistant

2022