

 WAQS NAYER S/O MIAN MUSHTAQ HUSSAIN

**HOUSE NO. R- 434, MOHALLAH SHED ATTOCK CITY PUNJAB PAKISTAN**

**CONTACT NO. +92-334-5614318 Pakistan +971-0557410717 United Arab Emirates**

 E-MAIL ADDRESS: waqasnayer79@gmail.com

About Me :

 **Dedicated professional, possessing ability to work diver’s situations, level headed, able to prioritize and complete tasks in timely manner.**

Education Qualification:

* Matriculation … **1994 with 1st division.**
* F.A … **2004 with 2nd division.**
* B.A … **2009 with 1st division.**

Computer Skills:

* **Computer six months course , Office automation: (MS/Word , MS/Excel , MS/ Power Point)**
* **Touch typing ( English ) Internet, windows XP ( Operation & Install ion)**

Professional Experience:

 More than 08 years experience. Gulf country 03 years experience

* Masjid Nabwi PBUH**/** Supervisor **from : 09-06-2014 to 29-12-2014** SAUDI ARABIA
* **Terna S.A GEK Group (Archive Clerk) Time Keeper from: 20-01-2015 to 14-02-2017.** UNITED ARAB EMIRATES
* **NGO ( National rural Supports Program) FIELD ASSISTANT ( CREDIT OFFICER ) Attock Punjab** Pakistan
* **Enterprise Development programme (Oriented by World Bank, PPAF,NRS&ECI)**
* **BVDP (Barani Village Development project) - Provincial Govt. of** Pakistan
* **ILO (International Labour Organization) – Tree Project**
* **EDP (Enterprise Development Programme ) – World bank – PPAF**
* **University of Education Attock Campus ( KPO) admin office from 5th Jan, 2009 to 10-02-2011 . Punjab Pakistan**

 Professional Training:

* **ToT-1 for Enterprise Development Programme – 32 days.**
* **(ECI- World bank – PPAF\_NRSP, Islamabad Pakistan)**
* **Orientation Training work shop**
* **(NRSP- National Rural Management , Islamabad**
* **SAT ( Social Appraisal Techniques)**
* **(NRSP- National Rural Management , Islamabad**
* **CART ( Credit Appraisal & Recovery Techniques )**
* **(NRSP- National Rural Management , Wah Cantt Pakistan**
* **Community Management Skill Training work shop (GBTI)**
* **BMTS( Business Management & Skill Training (ILO, NRSP)**
* **Canteen Store Department. 06 days Training**
* **( Hire Purchase Business Centre, Head office Rawalpindi Pakistan)**

Language Proficiency:

* **Can excellently / fluently Read, Write & Speak these language.**
* **English**
* **Urdu**

Personal Detail:

* **Father’s Name Mian Mushtaq Hussain**
* **Identity card PAK 370101-2206830-3 Pakistan**
* **Identity card UAE 784-1979-6483172-7 United Arab Emirates**
* **Passport No AA9128301**
* **Domicile Attock Punjab Pakistan**
* **Religion Islam**
* **Marital status Married**
* **Nationality Pakistan**

Reference:

 **Will be provided if required**