



AFNAN SHAHID

ACCOUNT ASSISTANT

CONTACT

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- ✉ safnanshahid@gmail.com
- 📍 I-8 Markaz Islamabad

SKILLS

- Management Skills
- Creativity
- Negotiation
- Critical Thinking
- Leadership
- MS Office

LANGUAGES

- English
- Urdu
- Pashto

PROFILE INFO

Proactive BBA Finance student with a strong analytical mindset and a passion Proficient in Microsoft Excel and data analysis, with a keen interest in applying financial principles to solve complex business problems. Eager to leverage coursework and practical experience, including Three months Account Assistant, to contribute to a dynamic financial environment and develop expertise in Accounting and Finance field.

EXPERIENCE



June-2025---September-2025

THREE MONTHS AS ACCOUNT ASSISTANT AT HAMEED AND CO CHARTERED ACCOUNTANTS

Data entry, maintaining financial records, processing invoices and payments, assisting with accounts payable/receivable, and helping to prepare financial reports.

ACHIVEMENT



- Business Idea competition winner
- Prime Minister laptop winner
- Position holder in my university batch, prize cheques winner

EDUCATION



2021-2025

BACHELOR OF BUSINESS ADMINISTRATION

3.7/4.00

- Specialized in BBA-Finance

2019-2021

INTERMEDIATE

788/1100

- Fsc (pre- Engineering)

2017-2019

MATRICULATION

815/1100

- Matric (Science)