



TAIMOOR ABBAS

Chakra Rawalpindi

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in : Rajataimoor15@gmail.com

OBJECTIVE

To continue my career with an organization that will utilize my MANAGEMENT, SUPERVISION & ADMINISTRATIVE skills to benefit mutual growth and success.

EDUCATION

F. G SECONDARY SCHOOL WESTRIDGE RAWALPINDI

2015

Computer science
Grades - **567 /1050**

PUNJAB COLLEGE OF COMMERCE

2017

I. Com
Grades - **618/1100**

UNIVERSITY OF THE PUNJAB

2019

B. Com
Grades - **900/1500**

SKILLS

Account and finance
Book keeping
Account balance check
Accounts maintaining
Microsoft Excel sheet
Data entry
Auditing
Invoices Managing ,

PROJECTS

TELENOR PROJECT

I done telenor project in past year updating devices software in warehouse

REFERENCE

Ali Raja - Accountant
Elysium tower
03315454020

INTERESTS

I am a Bachelor of Commerce (BCom) student with an interest in business, finance, and management. I enjoy learning about accounting, economics, and business strategies. I am eager to develop my skills in these fields and aim to build a strong career in the business world. I am hardworking, dedicated, and always ready to learn and grow.

LANGUAGE

English
Urdu

Signature: _____

Taimoor abbas