



About Me

Phone: 03068214140

Email: hsajid230@gmail.com

Address: Nazad Masjid
Allah wali new colony
Jahanian 111/10R

Language

English, Urdu, Punjabi

Skills

- MS Word, Excel, PowerPoint
- Admin Block Operations
- Library Assistance / Management
- Exam Conduction & Supervision
- Student Registration & Enrollment
- Academic Record Keeping
- Online Learning Platforms (LMS)
- Cisco Packet Tracer
- Hardware & Software Support
- Troubleshooting & Technical Support
- Facebook Ads & YouTube Management

MUHAMMAD SAJID

IT Assistant / Network Support

Education

- BS Computer Science – Virtual University Multan 2024
- FA – Intermediate ——— BISE Multan – 2016
- Matriculation ——— BISE Multan – 2014

Experience

- **Computer Lab Attendant (PGC)**
Punjab Group of Colleges | City Jahanian
Started 20-Apr-2026 ----- Present
- **Exam Superintendent**
Virtual University | 26-Jan-2026 – 23-feb-2026
Main Campus Multan Vmtn01 - Mid-term, Final-Term
- **Library Assistant Beaconhouse (BSS)**
Main Campus Multan | 1-Sep-2025 – 30-Nov-2025
- **CCNA (In Progress) 200 – 301 V1.1**
Hands-on knowledge of IPv4 addressing, subnetting, VLAN configuration, routing, and network troubleshooting.
- **Lecturer in Computer Science (Online)**
Virtual University | 2023
- **Admission Assistant (Admin Block)**
Virtual University Multan (VMTN01) | 2022
- **Freelance Fiverr (Web Developer)**
Gig Link <https://www.fiverr.com/s/Eg29add> | 2020
 - Frontend : HTML , CSS , Bootstrap 5
 - Backend : PHP , Database : SQL