

MUHAMMAD ZAIB ASHRAF

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To obtain a challenging position in a competitive organization where I can effectively utilize my professional skills and experience to contribute to organizational growth while enhancing my own capabilities. I am self-motivated and capable of handling responsibilities efficiently.

EXPERIENCE

FEB 2004
MAR2009

SULTANA FOUNDATION

Manager Transport, Security, Stationary administration

MAY2009
FEB2013

VALOR PHARMACEUTICALS

Administration

MAR2009
FEB2023

CAPITAL UNIVERSITY OF SCIENCE AND TECHNOLOGY ISLAMABAD

Admission office

Registration office

Exam office issues the transcripts and degrees, record of degree and transcripts

Student coordinator

MS, PhDs thesis Defence Management

EDUCATION

2019

BACHELOR

Library and Information Sciences

2011

HIGHER SECONDARY SCHOOL CERTIFICATE

Faculty of Arts/Humanities

2009

SECONDARY SCHOOL CERTIFICATE

Faculty of Arts/Humanities

SKILLS

- Strong Time Management
- Result-Oriented Approach
- Leadership & Team Management
- Excellent Communication Skills
- Self-Confidence & Initiative
- Integrity and Professional
- Ethics