



# ZAHEER ABBAS

Computer Operator

## CONTACTS

- +923216917337
- engr.abbas706@gmail.com
- Gajjumata Lahore

## SKILLS

- Microsoft office
- Adobe Photoshop
- Corel Draw
- Graphics Designing
- Urdu Typing

## PROFILE

Seeking a data entry position where my fast and accurate typing skills together with solid database management knowledge will contribute to the company's success. Recommended for an outstanding approach to customer service and excellent written and verbal communication skills. Strong organizational skills and the ability to manage multiple priorities reflect in a track record of efficiently meeting tight deadlines.

## WORK EXPERIENCE

2020 - 2021

### Computer Operator

PARADISE LYCEUM INTERNATIONAL SCHOOL

2021 - 2022

### Computer Operator

SUZUKI RAIWIND MOTORS

2022 - present

### Computer Operator

QAZAFI AUTOS AND SPARE PARTS

## EDUCATION

2019

### Diploma in Microsoft office

Punjab short hand and computer college

2020

### intermediate

Lahore board

2017

### Matric

Sahiwal board