

Syeda Farah Ali

Date of Birth: November 6, 1985

Phone #: 0092-343-8737551

Address: Flat no: K-16 Zahid Square Block-16 Federal B Area Karachi

Email: syedzaadi121@gmail.com

OBJECTIVE

To obtain a position in the field related to Commerce and Management where I can put into practice the skills I have acquired academically that will enable my professional growth within the company.

ACADEMIC QUALIFICATION

UNIVERSITY OF KARACHI	Masters in Commerce	2014
GOVT. SCIENCE & COMMERCE COLLEGE FOR WOMEN F.B. AREA BLOCK-16, KARACHI	B.Com	2008
GOVT. SCIENCE & COMMERCE COLLEGE FOR WOMEN F.B. AREA BLOCK-16, KARACHI	Intermediate	2004
H.N.PUBLIC SECONDARY SCHOOL , KARACHI	Matriculation	2002

TRAININGS:

6 weeks Training in East Meadow GIRLS COLLEGE on Accounting.

ORGANISING SEMINAR:

Organised a seminar on Management Named” Step Towards Success “and also attended a “Business Management conference” in P.C. for awareness of Management & business Strategies.

EXPERIENCE

- Worked at MASTERJEE COLLEGIATE as an Admission manager (From Jan 2011 to Jan 2013)
- Worked as a Teacher in “K.M. ACADEMY” (From Feb 2009 to June 2010)
- Worked as an Accountant in H.N. PUBLIC SEC.SCHOOL (From Feb 2009 to June 2010)

CORE SKILLS

- Problem solving
- Team leading
- Interpersonal
- Decision making

COMPUTER SKILLS

- MS office
- Web surfing
- Social media Marketing

REFERENCE

Will be given on request