



Hina Hafeez

Date of birth: 29 Jun 1997 | **Nationality:** Pakistani | **Gender:** Female | **Phone number:**
(+92) 3022762547 (Mobile) | **Email address:** hinahafeez530@gmail.com |
Address: Hamid Hussain Colony, 66020, Khair Pur Sindh, Pakistan (Home)

● EDUCATION AND TRAINING

JAN 2019 – DEC 2020 Khair Pur, Pakistan
MCOM Shah Abdul Latif University

Website <http://salu.edu.pk>

SEP 2016 – AUG 2017 Pakistan
DIPLOMA IN INFORMATION TECHNOLOGY Saki Institute of Science & Technology Sukkur

JAN 2016 – DEC 2017 Khair Pur, Pakistan
BCOM Shah Abdul Latif University

Website <http://salu.edu.pk>

MAY 2013 – APR 2015 Khair Pur, Pakistan
FSC PRE-MEDICAL Board of Intermediate and Secondary Education Sukkur

Website <http://www.bisesuksindh.edu.pk>

MAY 2011 – APR 2013 Khair Pur, Pakistan
MATRICULATION Board of Intermediate and Secondary Education Sukkur

Website <http://www.bisesuksindh.edu.pk>

● LANGUAGE SKILLS

Mother tongue(s): **URDU**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	B2	B2	B2	B1	B2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● WORK EXPERIENCE

JAN 2021 – JUN 2023 Khair Pur Sindh, Pakistan
ADMIN OFFICER SAJJAD MODEL HIGHER SECONDARY SHOOOL

24 JUN 2019 – 23 JUL 2019 Pakistan
INTERNEE FIRST WOMEN BANK LTD

● DIGITAL SKILLS

Microsoft Word | Microsoft Excel | Facebook | Microsoft Powerpoint

