FAHD IQBAL MALIK

H.284/A, St. 29, Darussalam Kamalabad III, Rawalpindi, 46000

+923455093095

fahd.spirit@gmail.com

|  |  |
| --- | --- |
| Professional Profile | |
|  | |
| Cash Management  Bookkeeping  Payroll management  Exchange rate conversion |  |
| Professional Experience | |
| **Nadra Kiosk, Rawalpindi, Pakistan**  Bill collection management  January 2012 – March 2013  Responsibilities:  Daily bill collection from more than 200+ customers  Cashier  Daily Cash management  Accurately entering the bill data in the database with no exception of error  **Crestar Data Services, Islamabad, Pakistan**  Data Operating Officer  May 2010 – May 2011  Achievements:  Kept the accuracy of work at 99%  Responsibilities:  Data Mining  Data Analysis  Entering the data in statistical tool  Accurately understanding the statements  Daily reading and comprehending of 800+ webpages | |
| **Published a research paper**  **“Empirical Relationship between general elections and exchange rate: A study from Pakistani Market 1970 - 2009”**   |  | | --- | |  | | Education | | Foundation University Islamabad  MBA – Finance  CGPA 3.7/4.00  February 2013  International Islamic University Islamabad  BBA – Hons  CGPA 3.73/4.00  February 2010  Fsc Pre Engineering  May 2005  Matric  May2003 | | References | | Reference is available on request | | |
|  | |