

# NAMEER AHMED

## DETAILS

### ADDRESS

Area 111  
Al Hidd  
Bahrain

### PHONE

+973 3321 2209

### EMAIL

nameernisarahmed@  
gmail.com

### DATE OF BIRTH

12/06/2003

### NATIONALITY

Pakistani

## SKILLS

Adaptability

Effective Time  
Management

Fast Learner

Ability to Work  
Under Pressure

Communication  
Skills

## PROFILE

Motivated Academic student with experience in sales and customer service. Skilled in understanding and resolving customer issue effectively. Highly organized and proficient in computer applications. My academic Schedule is flexible, allowing me to commit to work hours that accommodate both my studies and job responsibilities.

## EMPLOYMENT HISTORY

### Part time, Black sea logistics (part time)

Umm Al  
Hassan, Bahrain

Jan 2023 — Present

- Worked as a data clerk in a company for a few months.
- Can decently use Microsoft Excel and Microsoft Word.
- Fast learner and was quick to adapt in the environment.
- Manage daily operations of the business including inventory, data entry and finance.
- Applied business and financial concepts learned in academics to enhance workflows and decisions.

### Call Centre Agent, Sysmify / Mke Towing

Rawalpindi,  
Pakistan

Jun 2022 — Oct 2022

- Worked as a call centre agent to give tow truck services to customers/clients. Our company was outsourced by an American company located in Milwaukee, Wisconsin that offers towing services to customers.
- Worked with efficiency and calmness in a high pressure and competitive environment.

## EDUCATION

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### **Accounting, ACCA**

Bahrain

Feb 2023 — Present

Pursuing a comprehensive education in accounting, finance and management.

Develop skills in critical thinking, problem solving and teamwork through coursework.

Focusing on applying theoretical and mathematical knowledge in real world scenarios.

### **Computer science, Pakistan Urdu School**

Isa town

Jan 2020 — Dec 2020