

HINA SOOMRO

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CONTACT

Address: H # 637, Sector A, Street # 10, Akhtar Colony Main Korangi Road Karachi

OBJECTIV

Seeking a position to learn and manage activities by the taking responsibilities to achieve professional expertise along with academic knowledge.

WORK EXPERIENCE

Hyundai Elevator (IITC) Karachi Aug 2021-Jan 2022

Mobilelink USA based Karachi Jan 2020- Aug 2020

The Educators Clifton, Karachi Mar 2018-Jan 2020

Kinnaird College for Women, Lahore Nov 2016-Oct 2017

Radiant Medical (Pvt) Ltd. Lahore Sept 2016-Nov 2016

Finance Officer

Finance Officer

HR and Accounts Assistant

HR Officer

Assistant Manager Finance

EDUCATION

MSMG in HR

M.Com in Finance

B.Com

Intermediate

Matric

MAJU Karachi

NCBA & E, Lahore

Central Group of College, Lahore

Government Girls Degree College (Hyderabad)

Government Girls High School (Dadu)

COMPUTER SKILLS

Excellent command on MS Office (Word, Excel, PowerPoint)

Human Resource Information System Software (HRIS)

Enterprise Resource Planning (AX Dynamics and RQ 4)

Seamina Software (Campus Automation Software)

Step One (Copy Sale Software)

LANGUAGES

English

Sindhi

Urdu

Punjabi

