

# RESUME

Dear sir/Madam

According to current resources we have got reliable information that a post vacant in your respect organization therefore. I have attached my CV attachment I will be grateful in case of submission of my application.

Your consideration is highly appreciated.

**Fatima "Frotan"**

CV

# Fatima "Frotan"

Contact #: +93(0) 795 05 1974  
Address: District 5, Kabul Province

## Objective:

It is a fact that I want to be effective and honest staff at my position, also I would like to improve my abilities step by step to get more regular successfulness.

## Personal Information:

- Name: Fatima
- Last Name: Frotan
- Father's Name: Qader Ali
- D.O.B: 1374
- Marital status: Single
- Nationality: Afghan
- Gender: Female
- Place of Birth: Jaghori, Ghazni Province
- Permanent Add: Ghazni, Afghanistan
- Number: +93 (0) 795 05 1974
- National ID: 871452

## Educational background

Year	Name of institute	Place	degree
1395	Hazrat Mohammad Mustafa institute (faculty of Computer science)	Kabul	14 <sup>th</sup> Grade
1392	Shirino high school	Ghazni	12 <sup>th</sup> Grade

## Language skills

Languages	Reading	Writing	Speaking	understanding
Dari (Native)	Excellent	Excellent	Excellent	Excellent
Pashto	Good	Good	Good	Good
English	Excellent	Excellent	Good	Good

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**Computer skills:**

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Ms. Windows  
MS. Word  
Ms. Excel

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**Capabilities:**

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Good team member and able to work individually as well.  
Able to work in multicultural environment  
Able to work under pressure  
Good communication skills  
Good ability in internet usage and communication  
Pre active to feedback and issue

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**Reference:**

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**Nazdana "Mohammadi"**  
Contact#: +93 (0) 798 52 95 80

