

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 th Grade |
| 1392 | Shirino high school | Ghazni | 12 th Grade |

Language skills

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

Computer skills:

Ms. Windows
MS. Word
Ms. Excel

Capabilities:

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

Reference:

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