

# KHUSHBAKHT SABA

## PERSONAL DATA:

### **Name :**

**Khush Bakht Saba**

### **Father's Name:**

**Ch. Khalil Ahmad**

### **NIC #**

**36302-7808952-4**

### **Gender :**

**Female**

### **Domicile :**

**(Punjab)**

### **EMAIL:**

**[Khushbakhtsaba@yahoo.com](mailto:Khushbakhtsaba@yahoo.com)**

### **MOBILE:**

**+92-3317000663**

### **CURRENT ADDRESS:**

**9A-Raja Colony near Allah  
wasaya chowk vehari road  
multan.**

### **PERMANENT ADDRESS:**

**9A-Raja Colony near Allah  
wasaya chowk vehari road  
multan.**

## **CAREER OBJECTIVE:**

I am seeking a responsible post with an opportunity for challenge and growth to support and enhance co-operative object of the company. To strive for in the field of Business with dedication, focus, proactive approach, positive attitude and passion. And utilize my knowledge and skills in the best possible way for the fulfilment of Organizational Goals.

## **ACADEMICS**

### **MSc Accounting & Finance (2011-2014)**

- SCORE: 2.91/4 C.G.P.A
- Major: Managerial Accounting, Business & Finance, Business Laws, Entrepreneurship, Marketing, Auditing.
- Minor: TQM, entrepreneurship, investment  
Bahaud-Din-Zakariya University Multan

### **Bachelors (2009-2011)**

- MAJOR: Economics, Psychology, Islamiat.  
Bahaud-Din-Zakariya University Multan

### **Intermediate (2006-2008)**

- MAJOR: Maths, Economic  
Board Of Intermediate And Secondary Education Faisalabad

### **MATRIC (2004-2006)**

- MAJOR: Chemistry, physics, biology, Math  
Beacon house School ,Multan

## **DIPLOMA**

- Project Management Professional (PMP)  
Pakistan Institute of Management Sciences Lahore

## SHORT COURSES

- Content Marketing And Advertising (E-Rozgaar) BZU
- Digital Marketing (PIIT)
- Graphic Designing(PIIT)

## PROFESSIONAL EVENTS & INTERNSHIP

### Certifications:

- Commerce Glory ( Event organizer)
- Pak Youth Change Advocates
- Certificate of elevator pitch ( Participant)
- Content Marketing & Advertising ( E- Rozgaar) BZU

### Internship

- PEPSI Multan (8-weeks).
- Shoutifyme Digital Marketing Agency (3 Months)

### Experience

- Volka foods international (8-months).

### INTERESTS:

- ❖ *Online Business*
- ❖ *Newspapers*
- ❖ *Internet*
- ❖ *Novel reading*
- ❖ *Blogging*
- ❖ *Writing*
- ❖ *Reading*

### LANGUAGES KNOWN:

- ❖ *English, Urdu*  
*(writing, reading, speaking)*
- ❖ *Punjabi*

## PROJECTS

- Day Care Centre Marketing Project ( University project)
- Wonder Land Entrepreneurial Project (University project)
- Kidney and liver institute Lahore (Hospital)

## SOFT SKILLS:

- Good interpersonal and communication skills.
- Able to develop new ideas.
- Target Oriented.
- Self Motivation
- Critical thinking.
- Time Management
- Ability to work under pressure
- Team Work

- Creativity
- Adaptive

**HARD SKILLS:**

- Accounting
- Seo Marketing
- Copywriting
- Wordpress
- Email Marketing

**DECLARATION**

DATE: -----

SIGNATURE: -----

**REFERENCE:**

Will be Furnished on demand