



Sufyan Mubashir

BBIT

sufyanmubashir655@gmail.com

03114300798

14 nazmabad shad bagh lahore,
Home, Lahore, Pakistan

I am a motivated and detail-oriented student pursuing a Bachelor of Business Information Technology (BBIT) degree. With a strong academic background in administrative studies, I possess a keen interest in leveraging technology to streamline administrative processes and enhance organizational efficiency. To seek and maintain a full-time position that offers professions challenging utilising interpersonal skills, excellent time management and problem-solving skills.

EDUCATION

Study Program

Primary Education, APS Garrison Junior School, Lahore,

Study Program

Matriculation, Govt comprehensive boys high school, Lahore,

Study Program

Intermediate in ICS physics, Govt Civil Line College Lahore,

Study Program

BBIT, University of Engineering and Technology Lahore,

WORK EXPERIENCE

Title/Position

Email marketing at Digital estimating (PVT) limited Lahore,

Lahore, Pakistan Achievements/Tasks

- Email marketing (In sending department)

Contact : 04238934325, - Info@digitalestimating.com

Title/Position

HR, Supervision of loot at Itefaq traders, Lahore

Lahore, Pakistan Achievements/Tasks

- Hr
- Supervision

Contact : Muhammad saad - 0302 1946123

SKILLS

Leadership

Microsoft office

Teamwork

Communication skills

Customer handler skill

Event management

Lightroom

Outlook

Email marketing

Python language

Photography

JavaScript

Data structure

Public relations

PERSONAL PROJECTS

Automatic car detection system

- Get certificate from university

Event management

Fyp website

Python project

ORGANIZATIONS

Digital estimating private limited ,lahore

Itefaq traders lahore

CERTIFICATES

Event management

Automatic car detection system

LANGUAGES

English
Full Professional Proficiency

Chinese
Full Professional Proficiency

INTERESTS

python language

Photography

Event management