

# SYEDA KAINAT BATOOL BUKHARI

## My Contact

✉ Kainatbukhari64@gmail.com

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📍 House no 2, Burhan town  
jauharabad

🏠 41200

## Personal information

Date of birth	22.10.1998
Gender	Female
Nationality	Pakistani
Domicile	Khushab

## Personal Skills

- Leadership
- Team Management
- Financial Management
- Goal oriented
- Self motivated
- Critical Thinking Problem Solving
- Active Learning

## Technical Skills

- Microsoft Word
- Microsoft Excel
- Microsoft Power Point

## About Me

To make positive contribution as part of a dynamic and well reputed organization, Bringing sound business acumen along with technical, management, decision making and communication skills.

## Education Background

- **Bachelor of Business Administration**  
University of Education Lahore  
CGPA: 3.39/4.00  
2018-2022
- **Intermediate (FA)**  
Govt, Womens College Jauharabad, Punjab  
72%  
2014-2016
- **Matriculation**  
Chanar Public Girls High School  
75%  
2012-2014

## Certificates

- MS office
- Human resouces softare
- Virtual Assistant
- Digital marketing

## Languages

- English
- Urdu
- Punjabi

## Reference

will be furnished on demand