

IBR-C-549F46

Aqsa - Accountant / Office / IT

Trade	Accountant / Office / IT
Total experience	4 years
Country experience	Pakistan
Passport	Yes
Age	-
City	Islamabad, Pakistan
Driving licence	-
Education	BS English (Literature) - Gomal University
Languages	Urdu - Native, English - Advanced

SUMMARY

A Pakistani HR professional with over three years of combined experience in HR support, customer service, and telemarketing roles.

WORK HISTORY

Human Resources, Terravox Call Center - Pakistan

Present (1 year)

HR Assistant, Private Company - Pakistan

(0.5 years)

Customer Service Representative / Telemarketing Agent - Pakistan

2022 - 2024 (2 years)

Chinese Call Center Agent, Mars BPO - Pakistan

(1 year)

SKILLS AND MACHINES

HR Operations & Administrative Support, Employee Coordination & Communication, Recruitment & Candidate Coordination, HR Documentation & Record Maintenance, Customer Service, Telemarketing & Sales, MS Office (Basic), Time Management