

Mrs. Samina Naz
D/O Abdul Latif (Late)
Designation:- Assistant(BPS-14)
Department:- Economics, IIIE

International Islamic University, Islamabad

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Experience

1 .State Life Insurance Corporate of Pakistan, Wah Cantonment Board WahCantt. From July 2001 to July 2004 (4 Years)

Post: Office Assistant (as a PA) cum Receptionist.

1. Rafiksons Ltd (International Business Builders of Pakistan, registered for 30 years), the Mall, Wah Cantonment, Pakistan. From July 2003 to June 2004(1Year)

Post: Office Assistant, Computer Operator.

2. International Islamic University, Islamabad.
From November 2004 to continues duty till Nov 21, 2011.

Post: Assistant.

Education

Master in Teacher Education (2010)

B.A (2001) (Education, Islamic Study, Arabic)

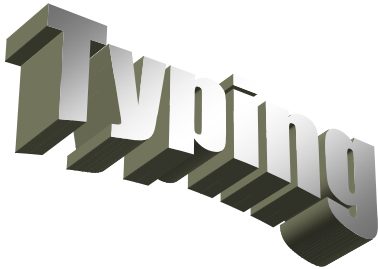
F.A (1999) (Islamic Study, Education, Sociology)

Metric (1997) Federal Board of Intermediate and Secondary Education.

Honors/Knowledge

Ms.Office (Ms Word, Ms Excel, Ms Access)

1. PowerPoint
2. GW Basic Language
3. Disk Operating System (DOS)
4. Scanning Documents
5. E-mail (Downloading from internet) communication.



Speed 45 W.P.M