☎ +923025389818   ✉ huzaifa1818@gmail.com   📍 Haroonabad | Pakistan

Education

Bahauddin Zakariya University
BS Computer Science, Computer Science | Multan
October 2019 | 3.4 CGPA

Haroon Abad Science College
Fsc Pre-Engineering, Mathematics | Haroonabad
August 2015

Govt. Model High School Haroon Abad
Matric, Computer Science | Haroonabad
August 2013

Certifications

Digital Marketing
Google
Starting July 2020

UI/UX Designing
University of Leeds
Starting July 2020

Freelancing
DigiSkills
Starting December 2019

Skills

Google Analytics
Search Engine Optimization (SEO)
Social Media Marketing
WordPress
MS Office
UI / UX Designing
Firebase
Java
PHP
Search Engine Marketing
Web Designing and Development

Industry

- Information security
- Services
- Banking/Financial Services
- Consultants
- Travel/Tourism/Transportation
- Human Resource Management

Functional Area
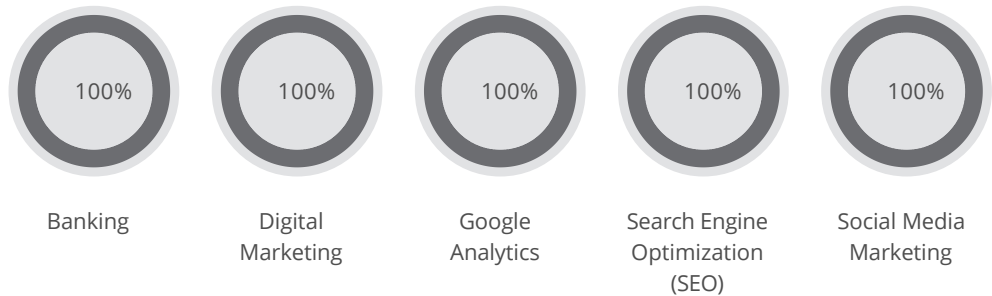
- Administration
- Software & Web Development

Muhammad Huzaifa Iqbal

24 years old
Freelancer @ Fiverr

Summary

To prove myself as a vital asset to the institute where I can learn about latest technology and use my expertise at the optimum level to benefit others professionally and personally.

Specialities

100%	100%	100%	100%	100%
Banking	Digital Marketing	Google Analytics	Search Engine Optimization (SEO)	Social Media Marketing

Work Experience

7 Months | Jan 2022 - Aug 2022 | **General Banking Officer**
MCB Bank Limited

- To Provide support to the branch by managing core branch functions for servicing customers in accordance with the high standards of service quality of the bank.
- Processing deposits, payments, and withdrawals.
- Day-to-day interaction with customers of a fast-paced branch and resolves operations issues as they arise.
- Managing client bank accounts, including opening and closing accounts, and overseeing transactions.
- Analyzes customer needs in order to cross-sell a wide variety of Bank services and develop new business through referrals and existing clients.

6 Months | Feb 2020 - Aug 2020 | **IT Specialist**
BRISK International

- Installing new software and hardware components.
- Regularly evaluate systems to ensure they meet the necessary demands.
- Assisting with network administration tasks.
- Ensuring data storage is safe and secure.
- Resolving all issues coworkers have with their IT systems and software.
- Educating coworkers about network security and best practices for computer usage.
- Supporting the day-to-day operations of the computer network.

41 Months | Mar 2019 - Present | **Professional Freelancer**
Fiverr

- Website and software application designing, building, or maintaining.
- Using scripting or authoring languages, management tools, content creation tools, applications, and digital media.
- Developing or validating test routines and schedules to ensure that test cases mimic external interfaces and address all browser and device types.
- Evaluating code to ensure it meets industry standards, is valid, is properly structured, and is compatible with browsers, devices, or operating systems.
- Determining user needs by analyzing technical requirements.

Projects

Sep 2021 - Oct 2021	**Architecture**
	Architive

https://architive.net/

Tools: WordPress, Elementor Page Builder

May 2021 - Jul 2021	**E-Commerce Website**
	Duvez Homes

https://duvez.co.uk/

Tools: WordPress, Payment Integration, Elementor Page Builder

Jan 2021 - Feb 2021	**Business and Finance**
	Aktiengurus

https://aktiengurus.com/

Tools: WordPress, Membership

Jan 2021 - Feb 2021	**Online Shopping Store**
	Beauty With Class

https://beautifywithclass.com

Tools: WordPress, Woocommerce, Elementor

Oct 2020 - Nov 2020	**NGO and Charity**
	Polish Canadian Womens Federation

https://polishcanadianwomensfederation.ca

Tools: WordPress, Elementor Page Builder, Payment Integration

Functional Areas

- Accounts, Finance & Financial Services
- Executive Management
- Warehousing
- Consultancy
- Banking Operations

Languages

- Urdu - Native
- English - Medium