

ABDULHALIM

@ abdulhalimtanvir561@gmail.com

📞 0792400472

📍 Afghanistan - Ghazni - Ghazni city - third plan

Abdul Halim Khorram

Address: Afghanistan, Ghazni city

Subject: Application for employment

Greetings and Regards,

I, Abdul Halim Khorram, am interested in joining your team at [Company Name] and applying for one of the available positions in the company.

According to my work and educational experiences, I believe that I can play an effective role as a talented person committed to the development of the company and providing better services to customers. I have work experience in [describe work experience] and will add value to your team with skills in [describe technical skills].

Also, I am a strong team worker and have good communication and coordination skills with colleagues. I believe that effective cooperation and coordination in the team facilitates the improvement of performance and the achievement of common goals.

I am interested in continuous learning and updating my expertise and I am always trying to provide the best solutions and working methods in the field of [expertise].

Thank you for taking the time to read my letter. If possible, I would like to have the opportunity to talk more about how I can add value to the [Company Name] team. I will contact you shortly to schedule an interview.

With respect,

Abdul Halim Khorram

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Objective

In today's competitive and changing world, having strong accounting skills and fluent English is vital for any BBA graduate. Accounting, as one of the basic disciplines in the field of economics and management, plays a very important role in the strategic and financial decisions of organizations and companies. With accounting skills, you will be able to compile and analyze financial statements, budget and undertake optimal financial management.

Experience

Ghazni irrigation directorate

2022 - 2022

learner

Institute of Sweden

2021 - 2021

Teacher

Education

Bed Mushk Khodai Nazar Khan Boys

2018

12th Class

A

Ghazni University, Faculty of Economics BBA

2023

Bachelor

B

Power

2023

American English Flie

A

Faham Center

2021

ICDL

A

Skills

English: Reading, Writing, Speaking

Pashto: Reading, Writing, Speaking

Dari: Reading, Writing, Speaking

Operating system: Windows, Linux, Android, IOS

ICDL

● Accounting:SPSS,QuickBook



Personal Details

● Date of Birth : 2001

● Gender : Male



Reference

● **Abdul Nasir - Coer**

Social worker /Community Mobilizer
0798408654

● **Prof. Wahidullah Amen - University of Ghazni**

Teacher
0781490120