

Name JALAL KHAN

ID:14885

Subject: Human resources management

Submitted to:Sir shazeb Anwar

job analysis:

Finance department:

Company Name:

Punjab treasure and account services

Job title:

Deputy account (bs.16)

\*Regular

Working condition:

9 to 6 o'clock

Job duties;

Working in fiannace department



## Qualifications:

Graduation a university recognised by HEC.(BBA in fiannace side)

## Experience:

2 year relevent experience

Age:24 to 28

## Details of post:

Number of post 10

## Last date of apply:

1 June 2020

## Location:

Lahore

2)

## Manager post advertisement

## Company Name:

Shell oil company

## Job title:

Assistance manager



## **Job summary:**

\*Responsible for operation and maintenance

\* Plan and coordinate with different team

## **Workings condition:**

Time of job is from Monday to Friday and time is 8 to 5 o'clock

## **Qualifications:**

Bachelors degree in BBA(4,year) from an university recognize by HEC with 3.0 GPA

## **Experience:**

Also fresh candidate's can apply are 5 year experience at any company.

## **Age required:**

24 To 28

## **Skills:**

\*Communication good in English

\*Good communication skills with customer.



**Last date of apply:**

1 June 2020

**Location of job:**

Peshawar shell oil company

