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Pakistan

Mr. Junaid Bhatti

PERSONAL DETAILS

Reference No.	CV-IT-175628-24
Country of Residence	Pakistan
Surname	Bhatti
Given Name	Junaid
Date of Birth	Sunday, 04 Aug 1991
Gender	Male
Marital Status	Married
Religion	Islam

PASSPORT DETAILS

Passport Number	
Nationality	Pakistan
Date Of Issue	Thursday, 02 Nov 2017
Date Of Expiry	Tuesday, 01 Nov 2022
Place Of Issue	Karachi

PHYSICAL INFORMATION

Height	5feet. 8inches
Weight	90 kilograms
No, I Don't have any physical disability or serious illness.	
No, I Don't have any scars, marks or tattoos.	

EDUCATION INFORMATION

Highest Level of Education	Matriculation
School/College/University Name	Little Master Model School
Passing Year	2007

PROFESSIONAL QUALIFICATIONS

Institute Name	N/A
Course Title	N/A
Passing Year	N/A

LANGUAGES INFORMATION

Languages	**Speaking**	**Writeing**	**Understanding**
Urdu	Well	Well	Well
English	Fair	Fair	Fair

EMPLOYMENT HISTORY

Year Of Exprience	5

Background	Professional Experience MID CITY Group – Lahore, Pakistan Various Roles: Administration, Finance, Internal Audit, Procurement, Construction Site Administration 2018 – Present • Internal Audit Manager (2024 – Present) I am currently leading the Internal Audit Department to ensure compliance, efficiency, and accountability across all departments. I am responsible for auditing various functions, identifying areas for improvement, and providing actionable recommendations to management. • Site Administrator (2022 – 2023) Oversaw on-site administration and documentation, created SOPs, and implemented a structured reporting system for efficient communication. Managed cross-departmental collaboration, ensuring timely completion of tasks and compliance with company standards on the construction site. • Internal Audit Establishment Lead (2021) Tasked by management with establish the internal audit department, creating foundational SOPs, policies, and auditing processes. Developed and maintained comprehensive SOPs, policies, and audit documentation, ensuring alignment with organizational objectives and risk management. Implemented initial frameworks to promote operational efficiency and accountability across the organization. • Operational Manager – Accounts/Finance (2019 – 2021) Directed all finance and accounting operations, focusing on efficient fund management, budgeting, and financial reporting. Maintained oversight of procurement activities, ensuring cost-effective practices aligned with company goals. Collaborated closely with department heads to ensure financial objectives supported broader organizational strategies and compliance. • Accounts/Finance Manager with Administrative Responsibilities (2018 – 2019) Led the Accounts and Finance department, managing financial transactions, banking relationships, and procurement to ensure streamlined financial operations. Took on additional office administration responsibilities, overseeing daily operations and administrative functions to support organizational needs. Established strong vendor relationships, managed procurement processes, and negotiated favorable terms to optimize resources. • Ladies Boutique Business – Karachi, Pakistan Owner and Manager 2009 – 2018 Operated a successful ladies’ fabric boutique, managing all aspects of the business, including inventory management, customer service, and financial transactions. Developed a keen understanding of business operations and customer relations, laying the foundation for a career in administration and auditing.

Latest Company	MIDCITY Housing (Pvt) Ltd
Telephone No	92-309-6667417
Address	2 KM, off Ring Road, Near Block M-8 of Lake City, Lahore, Punjab 55150
Date Of Join	2019-07-01
Last date at Job	

NOTA:-

Siamo Galaxy Seven Italy, società di reclutamento approvata dal governo dei Paesi Bassi e dell'Italia. Siamo stati nominati consulenti delle risorse umane per il richiedente di cui sopra. Il candidato (CV) di cui sopra è il nostro candidato registrato e riconosciuto, pertanto te lo assicuriamo, il richiedente sarà educato, sobrio e gentile. Dopo aver ricevuto l'approvazione del permesso di lavoro da parte del governo italiano, la nostra azienda aiuterà il richiedente a predisporre i documenti necessari per affrontare l'Ambasciata italiana nel Paese del richiedente per elaborare il visto. Dopo il rilascio del visto, la nostra azienda assisterà il richiedente offrendo alcuni corsi di formazione HSE e di primo soccorso di base ma molto importanti. Noi Galaxy Seven Italy forniremo al richiedente una conoscenza adeguata dell'etica/comportamento del lavoro e della LEGGE italiana. Il nostro rappresentante dell'ufficio sarà sempre raggiungibile presso la nostra sede in Italia con supporto online 24 ore su 24 per rispondere al datore di lavoro (Azienda) del richiedente per assistere l'intero processo. Il nostro intero servizio è una pratica di reclutamento etica. Non addebitiamo denaro/commissioni al richiedente VISTO o LAVORO in ITALIA.

NOTE:-

We are Galaxy Seven Italy, Government approved recruitment company of the Netherlands and Italy. We have been appointed as HR consultant for the above applicant. The above (CV) applicant is our registered and recognized candidate, we would therefore be assuring you that, the applicant will be well mannered, sober, and gentle. After receiving the work permit approval from Italy Government, our company would assist the applicant to arrange the necessary documents to face the Italian Embassy at the Country of applicant to process the visa. After issuance of visa, our company would assist the applicant by giving some basic but very important HSE and First aid training courses. We Galaxy Seven Italy would provide proper knowledge to the applicant about work ethics / behavior and LAW of Italy. Our office representative would be at all-time accessible at our Italy office with 24 hours online support to reply to the employer (Company) of the applicant to assist the entire process. Our entire service is an ethical recruitment practice. We do not charge any money / fees from applicant for VISA or JOB in ITALY.

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