



Subhan Yousaf

Accountant | IT Support Specialist | Computer Science Teacher | Computer Operator

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Address : Old Al Ghanim, Doha, Qatar

Professional Summary:

Detail-oriented Accountant with a Bachelor's degree in Software Engineering and practical experience in financial data entry, invoicing, expense tracking, and account reconciliation. Proficient in MS Excel and ERP systems, with a strong understanding of accuracy, compliance, and record-keeping. Capable of supporting finance teams in maintaining organized and reliable financial operations.

Professional Experience

July/2025 - Jan/2026 | **Qatar Consumption Complexes (QCC) Khreiyat, Qatar**

Accountant

- Recorded financial transactions and maintained accurate accounting records.
- Assisted with invoicing, expense tracking, and account reconciliations.
- Prepared basic financial reports using Excel and ERP system.

Jan/2024 - Feb/2025 | **Hyper Future Ecommerce (Pvt) Ltd.** Sector I9/3 Islamabad, Pakistan | <https://hyperfuturepk.com/>

IT Specialist

- Provided IT support for hardware, software, and network issues.
- Installed, configured, and maintained computer systems and peripherals.
- Assisted users with troubleshooting, updates, and data management.
- Ensured system security, backups, and smooth IT operations.

March/2025 - June/2025 | **Government Higher Secondary School Latifal, Chakwal, Pakistan**

Computer Science Teacher

- Taught computer science and programming to school-level students.
- Prepared lesson plans, assignments, and practical lab sessions.
- Conduct assessments and provide academic guidance.

EDUCATION AND TRAINING

2019 - 2023 | Pir Mehr Ali Shah Arid Agriculture University, Rawalpindi, Pakistan | www.uaar.edu.pk

Bachelor of Software Engineering

Final grade (CGPA) : 3.63/4

2016 - 2018 | Munir Intermediate Boys College, Chakwal, Pakistan

Intermediate

Field of study: **FSC Pre-Engineering**

2014 - 2016 | Munir Public High School, Chakwal, Pakistan

Matric

Field of study: **Computer Science**

Technical SKILLS

Document Control, Records Management, Data Entry, MS Office Suite, ERP Systems, IT Support, System Maintenance, Teaching & Curriculum Planning, Communication Skills.

LANGUAGE SKILLS

Urdu (Native), English (Professional Proficiency)