

PERSONAL INFORMATION

Haseeb Ahmed



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Sex Male | Date of birth 18/07/1993 | Nationality Pakistani

WORK EXPERIENCE

A dedicated and Professional individual having 6 years of working experience with reputable organizations, completed with Masters and pursuing M.Phil in Project Management, looking for a further opportunity where I could furnish my skills in the best interest of my employer

Mar, 2022 – Present

Technical Project Manager

Merik Solutions, I 10/3, Islamabad, Pakistan

- Scheduling and designation of project tasks to team members to reach the objectives efficiently
- Communicating with all stakeholders and managing the project budget
- Daily scrum meetings and presenting current status of projects
- Planning, executing, monitoring, controlling and closing projects vigilantly

Sector: [Software-Development](#) Merik Solutions, IT Service Provider

Mar, 2021 – Mar 2022

Operations Coordinator

E-Shifa SIHT, H 8/4, Islamabad, Pakistan

- Coordinate with team to report and address financial/budget/inventory related issues
- Works closely with senior management teams, meeting regularly to present reports, forecast future requirements, & offer recommendations for more effective operations
- Create operations manual, coordinates budget, equipment, commodities, & services within procedures and policies of company

Sector: [Health](#) E-Shifa, Home Health Service Provider

July, 2020 – Feb, 2021

Procurement Engineer

Networking Companies, Northern Area of Pakistan

- Create and provide all necessary documentation for NOC's, meeting with suppliers, responsible to provide electric-supply connection & documentation
- Organized mobilization of materials from stockyard to job site as and when required in close coordination with project engineer and management. Process, follow pay orders & submission of invoices.

Sector: [Business](#) Khyber builders, Networking Service Provider

Oct, 2019 – April, 2020

Software Engineer

Accentedge LLC, 222 Merchandise Mart Plaza, Suite 1212 Chicago, IL 60654

- Served virtually as a software developer for US based AI Company
- Experience migrating on-site solutions to cloud based offerings, (AWS-EC2/S3 & Azure)
- One year of experience in coding on various AWS services like cloud formation templates, cloud watch, cloud trail, encryption & Lambda
- Selecting features, building and optimizing classifiers using ML, Processing, cleansing & verifying the integrity of data used for analysis

Sector: [IT-AI](#) Accentedge LLC, AI Solution Provider

Jan, 2017 – Aug, 2019

Web-Developer

Asian IT House, Koral Chowk, Islamabad, Pakistan

- Worked as a productive and team member to design, code, test, report & debug operations
- Managed front-end & back-end development in company's portfolio analyst
- Effectively translated client requirements into application designs & system requirements
- Components: HTML, CSS3, PHP, Bootstrap & Software Documentation

Sector: [Web Development](#), Asian IT House, Software Solution Provider

2018-2021 M.Phil in Project Management

SZABIST, Islamabad, Pakistan

- Project Management
- Program Management
- Project Quality & Risk Management
- Research Methodology
- Qualitative & Quantitative Techniques

2013-2018 BS in Computer science

Preston University, Islamabad, Pakistan

- Introduction to Computer Science
- Operating System
- Networking
- Statistics & Data Analysis
- Database Management System

PERSONAL SKILLS

Mother tongue(s) Hindko

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
Urdu	C2	C1	C1	B2	C1
English	B1	B2	B2	B1	B2

Communication skills Good communication skills gained while serving as an Operations Coordinator in SIHT, served for US based software houses & did internship as administrative assistant in MPCL
Business Development skills gained while working as a Project Manager in networking companies & Asian IT House

Organizational / Managerial skills Leadership (lead the team of 15 people in Asian IT House, currently leading the team of coordinators)

Job-related skills Good command of risk assessment processes, presentation & reporting skills

Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent	Independent	Basic-Independent	Independent	Proficient

Course in Information Technology
Basic English Language Certificate
Web-development Tools & Techniques

Good hand on presentation & documentation (Microsoft Word, Excel, Database, Access, Spreadsheets, Google Forms, Smart sheet)
Good hand on AWS & cloud computing

ADDITIONAL INFORMATION

Researches

- Project Management Assets & Outcome Performance
- Impact of Knowledge-Oriented Leadership on Project Success: Mediating Role of Knowledge Management Processes (**Continue...**)

Project

Honors and Awards

Internships

Attached Documents

- US-Pak project of female entrepreneur's research
- Asian Biggest Business Online Directory
- MPCL – PTV News – Info Tech – Accentedge LLC – PIID
- Will be provided on demand