Dear Hiring Manager

I did my M.Phil in Economics from Quaid-i-Azam University and I have enhanced my skills and abilities- through relevant job experience - making me highly suitable for the offered role. I am currently appointed as Assistant Economic Adviser in Economic Adviser Wing at the Ministry of Finance (MoF, Government of Pakistan) since April, 2011. Prior to my current position I was Assistant Professor in Faculty of Administrative Sciences in Air University where I worked for almost five years. I remained involved in education by various assignments since 1995.

In my capacity as an Assistant Economic Adviser I involved in writing chapters on Energy, Growth and Stabilization. I am also a member of team which is preparing monthly, quarterly and bi-annual economic reviews. I am a member of the Pakistan macroeconomic framework team in the Ministry of Finance. I am actively involved in updating and forecasting economic variables on a regular basis for both the baseline scenario as well as for policy intervention scenario. In this context, I coordinate with different stakeholders especially the central bank of Pakistan, for their inputs on macroeconomic projections. I mostly use E-Views and SPSS for my work. I am involved in:

* Maintaining and updating time series data on real, fiscal, monetary and external sectors for the use of macroeconomic framework.
* Preparing monthly, quarterly and bi-annual economic reviews for Finance Minister.
* Providing input for working paper for the meeting of Monetary and Fiscal Policies Coordination Board. The main mandate of the board is the co-ordination of fiscal, monetary and exchange rate policies to ensure consistency among macro-economic targets of growth, inflation and fiscal, monetary and external accounts.
* Provide in-depth analysis for international negotiations
* Analyzed and evaluated international trade agreements and trade legislations.
* Conducted internal and external forums for information dissemination.
* Collated reports and documentations to support research analysis. .

On the basis of my experience in policy based environment I had been appointed as Research Assistant in Innovative Development Strategies (Pvt.) on contract basis for one year since September 2013.

I feel highly confident and equipped with the necessary tools, techniques and abilities to be able to contribute meaningfully in a team specific environment - towards the research studies.

I am thankful for your consideration.

Best Regards

Muhammad Shuaib

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