




# ***Tauseef Ahmad***

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## **Objectives**

To secure a challenging position within a reputable organization that provides opportunities for Professional growth and development while allowing me to utilize my skills and experience to make a positive impact on the company's success.

## **Education Information**

Bachelor of business administration (BBA) present Sindh Madressatul Islam University  
Karachi (SMIU).

Intermediate	(64%)	Barkhalozai Mammound Bajaur	2016-2018
HSSC	(77%)	GHS Shago Mammound Bajaur	2018-2020

## **Projects**

### **Human Resource Management**

For this project we conducted research on the most effective method for recruiting, payroll, and selecting employees who are good fit for their job roles.

### **Optimizing Supply chain management**

This project focuses on managing the supply chain, encompassing logistical and fractional drivers. The aim is to develop effective strategies for planning, organizing facilities, inventory, transportation, information, sourcing, and pricing involved in the supply chain process.

### **Personal and Corporate Skills development**

This project focuses on personality traits and behavior patterns within an effective framework of strategies.

## **Corporate & Social Responsibilities (CSR)**

This project focuses on behavior change, sustainable practices, and their causes and promotion in society.

## **Experience**

### **Language School Management**

- 1.5 years' experience in management of the House of Modern language center Karachi.

### **Teaching in Language Center**

- I have taught Accounting, Management, Human Resource Management, and English Language at an O-level school.

### **Gao Tek**

I have completed an internship with Gao Tek company and have experience in recruiting, selecting, performance appraisal, daily, and weekly reviewing.

## **Skills**

Economics	Motivation	Communication Skills
Human Resource	leadership	Team work
Environmental Science	Decision making	Creative writing
Power point presentation	accounting software	Microsoft word

## **CO-Curricular Activities**

- Member of management in sports society
- Organizing speech competition school and college base
- Player of volley ball team at university
- Member of the marketing team in literature and debating society