

# Najla Raza

Empowering minds, driving success through strategic vision: Delivering projects with precision and excellence

✉ najla.iqrar@gmail.com

☎ +923008562210

📍 Rawalpindi, Pakistan

🌐 [linkedin.com/in/najla-raza-2843601a4](https://www.linkedin.com/in/najla-raza-2843601a4)

## EDUCATION

### MS(Software Systems and Engineering)

Mohammad Ali Jinnah University, Islamabad

2008

*Thesis:*

- "An automated approach to system testing based on scenarios and operations contracts", related paper accepted in *Proceedings - International Conference on Quality Software*, 256-261. <https://doi.org/10.1109/QSIC.2007.4385504>

### Web 3.0 and Metaverse certification

PIAIC

06/2023 - Present

*Courses*

- Quarter 1: Typescript and Node.js
- Quarter 2: Python and Next.js

## WORK EXPERIENCE

### Senior Lecturer (Permanent/Visiting)

Riphah International University, Islamabad

01/2017 - 06/2023

### Project Manager (Software)/ Human Resource Manager

Tollink Pakistan (Pvt.) Ltd.

01/2004 - 01/2017

*Achievements/Tasks/Projects*

- Project Management for: Enterprise Resource Planning (ERP) system for different clients of CPC Pakistan.
- As a Project Manager, I was responsible for client handling, project planning, timeline management, resource management & monitoring, and team building.
- Monitor and perform HR/personnel related tasks such as employee counselling, development, performance review, conflict resolution and personnel management.
- Management reports for both local and international Directors
- Handling related sections of RFPs / Tenders
- Coordinate with Company Directors in devising strategies for company's growth and meeting objectives, attending quarterly meetings for headcount budgeting.

## SKILLS/TOOLS/TECHNOLOGIES

Agile Project Management

Leadership

Human Resource Management

Communication

Patience and Empathy

Git/Maven

Trello/Asana/Slack

Tableau/NVIVO

Knowledge of HTML | CSS | Tailwind CSS | Javascript | Typescript | ReactJS | Java Spring Boot | Java Persistence API

## JOURNAL PUBLICATIONS

Touseef, M., Raza, N., Zafar, A., Zubair, M., & Zafar, S. (2023). Improving prediction of one-year mortality of acute myocardial infarction using machine learning techniques. *International Journal of Medical Engineering and Informatics*, 15(3), 221-231.

Saleem, Sumera, Naurin Farooq Khan, Saad Zafar, and Najla Raza. "Systematic literature reviews in cyberbullying/cyber harassment: A tertiary study." *Technology in Society* (2022): 102055. Impact Factor: 9.2

## CERTIFICATES/WORKSHOPS

IRCA certified Lead Auditor for ISO (9001:2000) Management Systems

Workshop on Outcome Based Education (OBE), by Dr. Naveed Ikram, Riphah International University, I-14 Campus, Islamabad. (2021)

"Workshop on NVIVO data analysis", Riphah Institute of Information Sciences, F-6, Islamabad (04/2019)

"Fundamentals of Visualization with Tableau", by University of California, Davis and offered through Coursera, [coursera.org/verify/VAFEKT58JSWL](https://www.coursera.org/verify/VAFEKT58JSWL) (12/2018)

Workshop on Preparing Human Resource Policy Manual, PIM, Lahore

Integrated Management System QMS and OHASAS, Pathfinder, Lahore