



PMP Certified Project Management profession with 15 years of experience, analytically minded Project Manager with broad experience leading large projects on global scale Recognized for delivering multidimensional projects. Expertise to manage Project Budgets, Scope and Integration Management and leading complex business transformation initiative. Possesses proven track record of utilizing communication insight and leadership qualities to connect and define project expectation to translate project vision into reality. Coordinated in analysis, prioritization and monitoring IT demands. Followed IT documentation standards for Business Case Preparation. Expertise in Portfolio, Program Management. Formulated and maintained PMO support strategy, processes, procedures, tools and techniques

Work Experience

Aug 2022 -
Current

Technical Team Lead/PMO
Proz Technologies, Doha, Qatar

- Service Delivery Management
- Project Integration & Scope Management
- Project Management, PMO
- Deployments and Change Management
- Follow & Implement within Process and Time Optimization Roadmap Ensure timely reviews and sign off the documentation by stake holders and keep track of the same in specific project folders.
- Work to drive the Projects towards innovative solutions to meet the business operations, jobs and requirements
- Collaborates with technical team, software developers to create the optimal User Experience
- Communicates with team and stakeholders to identify, document, monitor and resolve dependencies
- Followed waterfall and agile approach
- Process improvement methodology

Oct 2018 –
Aug 2022

Manager Projects and Delivery
Future Communication Company

- Business Operations Management
- Pre-Sales
- Project Integration & Scope Management
- Business and Financial Analytics
- Indicated Key Performance – Monthly, quarterly and annual Technical and Commercial Targets

Skills

- IT Operations
- Data Analysis & Management
- Analytical and Problem Solving with
- Entrepreneurial Mindset
- Compliance Management
- Databases, Web Servers and UI/UX
- Technological Analysis & Research
- Sound Business Judgement Capability
- Customer Service
- Field Services
- Strategic planning
- Governance
- Stakeholder management
- Communication
- Risk Management
- Training and Mentoring
- Operational leadership
- Business Transformation
- Interpersonal Skills

- Resource Management and Allocation (50+ resources)
- Deployments and Change Management
- Successfully delivered 15+ projects in 3.8 years with team located on multiple locations.
- Cost reduction execution approach
- Overcome challenges of resource utilization with multiple projects in a row
- Communicates with team and stakeholders to identify, document, monitor and resolve dependencies

Education

1999-2001 **Graduation in Computer Science**
Al-Khair University – AJK

Certifications

- Project Management Professional
- Microsoft Certified Technology Specialist

Personal Profile

Date of Birth	Feb 8, 1979
Gender	Male
Marital Status	Married
Nationality	Pakistani

Finance & Accounting

Tools

Microsoft Projects

MS Visio

Microsoft Office

Microsoft Windows

Red Hat Enterprise Linux

Technologies

RPA (UiPath, AA360)

BPM LowCode-NoCode

CRM

SQL

Languages

English

Urdu0