**Sana Azam Sheikh**

(Specialties: Solid Waste Management/Project Management/ Environmental Management System/ Quality, Health, Safety & Environment)

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OBJECTIVE

As an entry-level teacher, I would like to utilize my lively and energetic attitude in teaching student with great enthusiasm. With my administrative and institutional abilities, I would also work to perform administrative tasks and responsibilities. I would also like to lead students and to participate in doing constructive programs.

**ACADEMICS**

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| **DEGREE** | **INSTITUTION/BOARD** | **YEAR** |
| **M. Phil Environmental**  **Management**  **BS Environmental**  **Science** | National College of business administration & economics 40-E/1, Gulberg-III, Lahore.  CEES, Quaid-e-Azam Campus University of the Punjab, Lahore. | 2017-19  3.8/4.00    2009-13 |
| **Intermediate(HSSC)**  **Matriculation(SSC)** | Punjab College for women 27-C Noon Avenue Muslim Town Lahore.  Garrison Pre-Cadet H/School (Girls) 90-k Model Town Lahore. | 2006-08    2004-06 |

**TRAININGS & SEMINAR**

* Attend one day training course on Introduction to ISO 14001:2004 (EMS) organized by Pak Enviro Consultants in collaboration with Centre for Improvement of Working Conditions & Environment Lahore, Pakistan. (June 2013).
* Attend Environmental Day seminar organized by Punjab Forest Department in collaboration with University of the Punjab Lahore, Pakistan. (June 2012).
* Participate in seminar on New Solid Waste Management System in Lahore.

**RESEARCH/PROJECT REPORTS**

**Thesis report/project**

* Assessment of Energy Recovery Potential of Lahore: A Case Study of Lahore, Pakistan. (May, 2019).
* Quality Assessment of Drinking Water in Lahore District Characterization of Physio-Chemical Parameters*.* (May, 2013).
* Project on OH&S conditions in Pakistan Industries. (2010).

**WORK EXPERIENCE**

Environmentalist at Enviro Safe Consults, Lahore

(Dec 2013- Jan 2017)

My responsibilities are;

* Looking at the suitability of new developments, like housing, power stations, wind farms or other large sites that may impact the environment;
* Conducting field surveys and collecting data about levels of pollution or contamination on a site or area of consideration;
* Interpreting data, which can include using software-modelling packages & report writing;
* Managing legislative issues for clients and maintaining an awareness of how legislation impact projects;
* Developing conceptual models, which involves identification & consideration of potential contamination;
* Communicating with clients, regulators and sub-contractors, e.g. analytical laboratories;
* Researching previous investigations of a site to provide information to clients considering purchase;
* Undertaking field work to identify previous activities on the site & any contamination.

**PERSONAL SYNOPSIS**

* Leadership, Good responsiveness, Persuasiveness, Energetic, self-motivated team player.
* Excellent verbal communication and report writing skills.
* Ability to rapidly achieve organizational integration assimilates job requirements.
* MS Word, MS Excel, MS Power Point.
* Languages read, write & talk English & Urdu.

**MEMBERSHIP OF PROFESSIONAL BODIES/NETWORKS**

* Klimatech Environmental Club (KEC), Lahore, Pakistan. (2009 to date)

**References**

All references can be furnished on demand