

Innovative lecturer mindful of student engagement and interest who thrives on experiential learning. Time-tested designer of targeted lectures with audience in mind, devising most effective methods for helping participants acquire intended information. Creative thinker with flexibility to allow audience to guide direction of lectures and achieve most out of interdisciplinary education experience.

Work History

Summary:

2014-2022	Lecturer: Management Sciences <i>NUML University, Islamabad, Pakistan</i>
2017-2022	Training Manager <i>Ciscom Pvt.Ltd, Rawalpindi, Pakistan</i>
2006-2011	Business Development Executive <i>PC WORLD, Chatham, UK</i>
2004-2006	Marketing Executive <i>GEO TV, LONDON, UK</i>

2014-2022 Lecturer: Management Sciences

NUML University, Islamabad, Pakistan

- Used variety of learning modalities and support materials to facilitate learning process and accentuate presentations.
- Evaluated and revised lesson plans and course content to achieve student-centred learning.
- Taught diverse student population by employing various learning styles and abilities.
- Graded assignments according to strict institutional policies and upheld guidelines for academic integrity while disciplining plagiarism and cheating accordingly.
- Instructed students using lectures, discussions

Contact

Address

203. Building S-01, Spain Cluster, International City, Dubai. UAE.

Phone

Call: +971509928495
WhatsApp: +447883939912

E-mail

ahtsham.isd@gmail.com

Skills

Class Management



Excellent

Student Counselling



Excellent

Academic Research



Excellent

Conflict resolution



Excellent

Lesson Planning



Excellent

Business development



Excellent

Colleagues Coaching



Excellent

- and demonstrations in Management Sciences.
- Developed semester outlines and instructional plans for each class session to comply with stated course objectives.
- Inspired discussions through presentation of thought-provoking material, preparing students for rigors of Management & Marketing field.
- Held weekly office hours to work with struggling students one-on-one and increase GPAs.

2017-2022

Training Manager

Ciscom Pvt.Ltd Rawalpindi, Pakistan

- Conducted orientation sessions and organized on-the-job training for new hires.
- Conducted Out Bound Training programs on behalf of my company.
- Developed new training programs such as online modules, interactive software, language labs and online programs and provided ongoing training to staff.
- Evaluated success of training programs and recommended improvements to upper management to enhance effectiveness.
- Conducted orientation sessions to assess skill levels and areas of strength and weakness.
- Produced practice exams, exercises and interactive videos and converted older instructional materials from print to digital.
- Coordinated administrative functions necessary to deliver and document training programs.
- Devised comprehensive training courses and guided staff training by employing proven teaching methods.
- Recruited and trained qualified instructors for training programs.
- Assisted in analysing and assessing training and development needs for organizations, departments and individuals.

Languages

ENGLISH



URDU



2006-2010

Business Development Executive

PC WORLD, Chatham, UK

- Identified investment opportunities, threats and challenges to accurately forecast company budget
- Strategized and implemented successful approaches to revitalize underperforming product lines and create profit-generating enterprises
- Directed product development efforts using industry-specific tools to increase sales and overall company productivity
- Partnered with business teams and IT personnel to align project goals with business strategy and define project milestones
- Drove industry-leading profit increase by transforming production process and aligning sales targets to meet dynamic industry conditions
- Streamlined operational efficiencies by delivering recommendations for knowledge-base processes and procedures

2004-2006

Marketing Executive

GEO TV, LONDON, UK

- Identified target product audiences and devised campaigns to match target demographics and optimise results
- Directed marketing plans for 200+ clients, proactively servicing needs, maintaining satisfaction and consistently achieving profit goals
- Consulted with product development teams to enhance products based on customer data
- Reviewed financial aspects of product development, such as budgets, expenditures and research and development appropriations
- Analysed usage patterns to understand ways in which customers used company services.

Education

- 2011- 2013** **MS: Management Science**
NUML - Islamabad
- 2004- 2005** **MBA: Business Administration**
West Coast University - London
- 2000- 2002** **MBE: Business Education**
Punjab University - Lahore
- 1999- 2000** **DCMA: Cost & Management Accounting**
Punjab University – Lahore
- 1997- 1999** **B.Com: Bachelors of Commerce**
Punjab University – Lahore

Certifications

- 2018 • Certified Success Coach
By: Possibilities (pvt) Ltd.
- 2017 • Certified Corporate Trainer
By: Qasim Ali Shah Foundation
- 2017 • Certified Youth Trainer
By: School Of Leadership