

# SYEDA FARHEEN BATUL ZAIDI

## Contact

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Citizenship : Pakistani ▪ Date of birth : 01 March 1982

## PROFILE

**OBJECTIVE** Willing to get an admission in PhD program of a well reputed university. So, I can improve my qualifications and knowledge in the field of management.

## EDUCATION

**2005 to 2006** **Master in Business & Information Technology (May 2006) - MBIT**  
University of the Punjab, Institute of Business & Information Technology  
Specialization: Finance, CGPA: 3.82 out of 4.00

**2001 to 2004** **Bachelor in Business & Information Technology – BBIT (Hons.)**  
University of the Punjab, Institute of Business & Information Technology  
Specialization: Finance, CGPA: 3.41 out of 4.00

**1998 to 2000** **Intermediate - F.A G.Sc (Mathematics, Statistics and Economics)**  
Lahore College for Women University, Lahore Board  
Division: First, Marks: 813 out of 1100

**1996 to 1998** **Metric Science Subjects**  
Divisional Public School, Lahore Board  
Division: First, Marks: 658 out of 850

## WORK EXPERIENCE

**University of the Punjab** **Current Job**  
**Institute of Business & Information Technology** **November, 2008 – till date**  
Lecturer

- ✓ Courses taught include Organization Theory & Design, Organization Behavior, Accounting and Financial Management
- ✓ Research Supervisor of Masters level thesis
- ✓ Member of admission and discipline committees

**United Bank Limited** **Prior Job Experience**  
**Commercial Banking Officer (Officer Grade II)** **September 2006 to November 2008**

- ✓ Customer Services Representative (CSR),
- ✓ Account Opening, Custodian of lockers, Custodian of Check books, Remittances ;
- ✓ Trained for Operations Manager position ;
- ✓ Got frequent training sessions on Know your customer, anti money laundering.

**Prime Bank Limited** **Internship**  
**Internee (Degree Requirement)** **February to April, 2006**

- ✓ Practical knowledge gained about banking industry
- ✓ Worked in account opening, Remittances, Accounts departments
- ✓ Prepared internship report

## PUBLICATIONS

### Journal Articles

- ✓ F. B. Zaidi & Z. Abbas, (2011). A study on the impact of rewards on employee Motivation in the telecommunication sector of Pakistan. *Interdisciplinary Journal of Contemporary Research in Business*, 3(3), 978-998.
- ✓ Zaidi, N. R., Wajid, R. A., & Zaidi, F. B. (2011). Relationship Between Demographic Characteristics and Burnout among Public Sector University Teachers of Lahore. *Interdisciplinary Journal of Contemporary Research in Business*, 3(4), 829-843.

### Book

- ✓ Zaidi, F. B., & Anwar, S. (2011). *Employee Empowerment and its Impact on The Service Quality*. Saarbrucken, Germany: VDM.

## COMPUTER SKILLS

Expert at using

Microsoft (Word, Power Point, Excel), SPSS