Dr. Aamir Saeed

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Educational Qualification

PhD in Governance and Management (2012) ***University of Utrecht, The Netherlands***	Topic of the thesis was "Making Sense of Policy Implementation Process in Pakistan: The case of Hospital Autonomy Reforms"
Master of Public Administration (MPA) *1987-89*	University of the Punjab, Lahore. **1st Division** (Specialization in Marketing)
Bachelor of Arts(BA), *1984-86*	Government College, Lahore **1st Division** (*Mathematics, Statistics, and Arabic)*
Intermediate *1982-84*	Government College, Lahore **1st Division** (*Mathematics, Statistics, Arabic)*
Matric (Arts) *1980-82*	Lahore Board **1st Division**

Work and Teaching Experience

Institute of Administrative Sciences
University of the Punjab, Lahore.
Assistant Professor
2012 till todate
Lecturer
Aug, 2001-2012

- Supervising thesis of 6 Mphil students
- Ex-Coordinator Evening programs which includes Masters in Marketing, Masters in Human Resources Management, Masters in Health Administration, Masters in Finance and Masters in Public Administration, ;
- Ex-coordinator BA (Hons.) in Management
- Taught 'Government and Society in Pakistan', Public Administration and Management' OB, TQM, 'Change management, Intro to Sociology, Principles of Management to Masters classes;
- Also worked as student advisor of the Institute

Aitchison College, Lahore.
Ex-Faculty Member
Jan, 1996 to Jun 2001

- Taught "*Business Studies*" course to 'A' levels, for around 6 years
- Additional responsibilities include being Class Tutor and Assistant House Master.

Institute of Leadership And Management (ILM), Lahore.
Faculty Member and Advisor

Bachelor Program
Aug 1992 to Jan 1997

- Taught management courses to Graduate classes
- Worked with ILM (Now UMT) as Coordinator Bachelor Programs where my responsibilities included: Ensuring curriculum standards, arranging and hiring

  Resources person, preparing academic calendar, ensuring quality in teaching, helping in the preparation of course material and academic counseling to the participants.

Habib Bank Management Development Institute
Aug 19-22, 2002

Conducted twice a course on "Leadership skills" organized by HBL for its Grade 1 and above officers

Professional Training & Qualification

3-day workshop on "Case Study Method"
Lahore
June 23-25, 2003

Conducted by LUMS in collaboration with AMDIP.
The workshop was directed at giving training to Management teachers on how to use case study method for developing decision making skills in future managers

1st National Conference on Quality Assurance in Education
Lahore
May 10-11, 2003

Attended the conference held by Pakistan Institute of Quality Control which covered various aspects of education in Pakistan

TOT for New teachers
at University of the Punjab, Lahore
8-days, 2002

Attended training of teachers which included areas like learner-centered teaching, using of Audio visual aids, characteristics of good teachers, course management, and student teacher relationship etc

Lead Auditor Course
for ISO-9000

June, 1998

Successfully completed this course which was conducted by BMIQA- a Germany based organization. This course is a requirement to become registered auditor for ISO-9000 worldwide and is in conformance to the requirements of BS EN ISO9000 and BS 7229 / ISO 10011. It is registered by the Governing Board of IQA Intl. Register of Certificated Auditors (IRCA).

*4-day Seminar on **"How to Start Your Own Business"***
June, 1997

Conducted by Lahore University of Management Sciences. Main Emphasis of the course was on Entrepreneurship with special reference to business in Pakistani context.

*2-Day Workshop on **"Improving Competitiveness Through Quality Circles"***
October 1996

Conducted by Lahore University of Management Sciences. Learnt as to how the tool of quality circle can be used to introduce and install Total Quality Management culture in business organizations. Emphasis was on the mechanics, organization, and application of QCs.

*1-day Seminar on **"ISO 9000-Implication for Service Sector"*** *June 1996*	Organized by Pakistan Institute of Quality Control in collaboration with Export Promotion Bureau, Govt. Of Pakistan. Emphasis was on how the ISO 9000 Management Standards can be applied to Service Sector and Educational Institutes etc.

Computer Literacy

- Have done a number of computer courses and have extensive experience of MS Office, and have personal Internet account.
- Have also worked on SPSS and MAXQDA (qualitative research software)

Distinctions

- Received Merit Scholarship in Inter Examination from Government College, Lahore;
- Awarded letter of appreciation from Aitchison College for excellent results of my students in their 'A' level examination;
- Member Old Ravians Union, Govt. College, Lahore;
- Member Government College Lahore Badminton team that won Inter-Collegiate Tournament.

Personal References

Available on request