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With over Five years of experience in administration and law teaching I am seeking a challenging position in a forward thinking educational institution with an objective to serve my institution and to enhance my experience and skills.

I have

- LLM in International Business & Commercial Law from Coventry University UK
- Bachelor of laws degree (distinction 2nd position in the university)
- Certificate of approved tutor from (ICUT)
- With character and professional references available on request

Education History

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|-------------------------------------|--------------------------------------|
| • LLM: (10-- 11) | Coventry University UK |
| • Bachelor of Laws: (05—08), | Hazara University (with Distinction) |
| • Bachelor of Arts: (03—05) | University of the Punjab |
| • Intermediate: 01—03 | Govt. Gordon College Rawalpindi |

My Key Skills

Studying law and working in different organizations and institutions has developed many of my skills which will be equally valuable outside the legal profession, in particular the following: teaching skills, demonstration, general administration skills, micro-soft packages, communication, both written and verbal analyzing and problem solving, using information from different sources, time management, research, presentation, negotiation, attention to detail, logical reasoning, making public relations, evidence collection and drafting of new rules.

Employment History

1. Assistant Professor Law & Incharge Department: University of the Punjab (March. 2015- to date)

Responsibilities:

- To supervise all the academic activities in the department
- To develop flexible strategies for teaching, learning and assessment
- To conduct interviews and to give training to new employees,
- Research and teaching activities, with appropriate organisation of these activities and contribution(s) to departmental administration
- Research into complex problems, ideas, concepts or theories and applying appropriate methodologies

- Developing and carrying forward a coherent research strategy in their discipline which has national and international impact developing links with internal contacts such as academics in interdisciplinary departments/institutes/centres, external contacts at other educational institutions, employers and professional organisations to actively foster collaboration

2. Lecturer: University of Gujrat (Oct-2014- March 2015)

Responsibilities:

- To teach the various subjects (criminal law, contract law, islamic laws, company law, international law) to graduate and post graduate class.
- To contribute to the development of research, knowledge exchange and/or income generating activity within the department,
- To develop flexible strategies for teaching, learning and assessment,
- To adopt a scholarly approach to the development of the relevant subject discipline,
- To ensure effective quality assurance of all academic and professional duties,
- To maintain professional standards and expertise by a process of continuing personal and subject development,
- To undertake academic support duties, including academic counseling and tutorial support as appropriate

3. Lecturer: The Islamia University of Bahawalpur (Nov. 2011- Oct. 2014)

Responsibilities:

- To teach the various subjects (ip, int. Trade law, international law) to graduate and post graduate class.
- To supervise the LLM candidates in their thesis/ dissertation,
- To contribute to the development of research, knowledge exchange and/or income generating activity within the department,
- To develop flexible strategies for teaching, learning and assessment,
- To adopt a scholarly approach to the development of the relevant subject discipline,
- To contribute to program management and administrative duties as appropriate,
- To ensure effective quality assurance of all academic and professional duties,
- To maintain professional standards and expertise by a process of continuing personal and subject development,
- To develop external links with industry, professional and academic bodies as appropriate,
- To undertake academic support duties, including academic counseling and tutorial support as appropriate,
- To engage in outreach, promotional and student recruitment activity,
- To undertake any other duties and responsibilities, commensurate with the grade of the post, as properly directed by the head.

4. Incharge Examinations (Law): Additional Charge, IUN (Dec. 2011– Oct 2014)

Responsibilities:

- To prepare and announce in advance the calendar of examinations,
- To arrange for printing of question papers,
- To arrange to get performance of the candidates at the examinations properly assessed, and process the results,

- To arrange for the timely publication of results of examinations and other tests;
- To postpone or cancel examinations, in part or in whole, in the event of malpractices or if the circumstances so warrant, and take disciplinary action or initiate any civil or criminal proceedings against any person or a group of persons or a college or an institution alleged to have committed malpractices,
- To take disciplinary action where necessary against the candidates, paper setters, examiners, moderators, or any other persons connected with examinations and found guilty of malpractices in relation to the examinations,
- To review from time to time, the results of university examinations and forward reports thereon to the academic council.

5. Focal Person of the Dept.: Additional charge (Dec. 2011– Oct 2014)

Responsibilities:

- To communicate with the vice chancellor office and other top management of the university,
- To communicate with the quality enhancement cell of the university
- To communicate with the higher education commission and other agencies,
- To provide information regarding new admissions
- To make project proposals for quality enhancement
- To convey the challenges faced by the department to the concern authorities in one to one meetings, seminars and workshops,
- To arrange the seminars and workshops in the department and correspondence with the spokesperson for research and other purposes.

6. Tutor: Institute of Independent Colleges and University Teachers UK (Oct 2009 – Nov. 2011)

Responsibilities:

- To engage in academic activities with selected students either one-on-one or with small or large groups
- To collaborate with the school supervisor and staff members to assess the student's needs and how best to address them,
- Initial school training, arranged by the college
- General training, arranged by the college
- One in-service training per semester, arranged by the college,
- One reflection session per semester, arranged by the college,
- On evaluation of the program at the end of their first semester, and fall semester each year following, arranged by the college,
- To arrange a work schedule with the school supervisor.

7. Research officer: Moghal Law Chambers Islamabad 2008 - 2009

Responsibilities:

- To help "clients" clarify and identify their problem(s)
- To provide "clients" with factual information and support
- To listen well and with respect, and to communicate clearly
- To help explore and evaluate options

- To help “clients” choose realistic, fair and legal solutions that are their own
- To help plan or prepare needed action only if “clients” can’t act for themselves
- To promote independence and self-esteem
- To teach assertiveness, communication and problem solving techniques
- To make appropriate referrals and provide follow-up
- To help “clients” develop a positive working relationship with the workers, professionals and the systems involved
- To strive for “win — win” solutions
- To avoid judgment, assumption, taking over, taking credit, encouraging dependence, providing solutions, or rescuing
- To promote human rights, justice and fair treatment
- To work within personal limits and set clear boundaries
- To follow a clear code of ethics

Research

- Preconditions for sound and effective banking system in developing countries (Jan. 2011)
- Public bodies should not be allowed to invest in risk based markets but the law of derivatives fall short of ethics (April 2011)
- Legal aspects of syndicated loan agreements and project financing (June. 2011)
- Trade liberalization is a misnomer, (Aug. 2010)
- E-commerce law and internet service providers liabilities (Mar. 2010)
- Enforcement of reciprocal Judgments (Oct. 2010)
- Convention on international sales of goods as a success (Dec. 2010)
- Judicial system in Pakistan, for the partial fulfillment of LLB award

Language

Urdu (mother tongue), English (fluent) Punjabi, Pashto and Hindko (local)

Hobbies

I like horse riding, skiing, reading books, wire chatting, photography and hiking.

Sports & achievements

I love to play chess, squash, and cricket. I represented Hazara University on various occasions and my achievements are...

- **First position:** inter collegiate chess champion ship in 2006 organized by Hazara University
- **First position:** inter departmental chess championship in 2007
- **4th position:** all Pakistan inter university chess championship 2007 organized by HEC,
- **Selection** in 2006 at all Pakistan inter university chess trails for world Islamic games in Iran
- **Runner up** in 2007 of Hazara University intercollegiate squash tournament
- **Appointed as a coach** of chess team of IUB and under my coaching the male chess team won first silver medal for the university in Punjab youth festival 2012 moreover under my coaching the university team qualified from 38 teams for the semi-final in all Pakistan intervarsity chess tournament in Jan. 2011.