

# Nayab Alam

UNIVERSITY ACADEMIC

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## EDUCATION

Ph.D (GIS & RS) 2022  
IGEO, PMAS Arid Agriculture  
University, Rawalpindi

M.Phil 2012  
(Environmental Sciences)  
CEES, Punjab University, Lahore

B.Sc Honours (Geography) 2009  
Kinnaird College For Women, Lahore

F.Sc (Pre-Medical). 2004  
Army Public School and College,  
Jhelum Cantt

Matric 2002  
Presentation Convent Girls High  
School, Jhelum

## SKILLS

- Decision Making
- Creativity
- Analytical
- Research
- Team Oriented
- Knowledge of basic office management systems (financials, record keeping, filing, reposting and presentations)

## ACHIEVEMENTS/ HONORS

- Certificate of Merit by Government of Pakistan on securing 2nd position in All Pakistan Essay Competition
- Secured 199 merit in Central Superior Services (CSS)
- Secured 1st merit position in PPSC for appointment of lecturer in Geography
- Written books for CSS students on subject of Geography and European history

## CAREER OBJECTIVE

To contribute towards the growth and development of a dynamic organization through optimum utilization of my personal abilities and knowledge.

## EXPERIENCE

• Assistant Professor (Adhoc). 2023 - present  
CIMR, University of Punjab, Lahore

• Lecturer 2019 - 2023  
CIMR, University of Punjab, Lahore.

• Assistant Project Director 2015 - 2019  
Higher Education Commission (HEC), Islamabad

• Project Assistant in Changa Pani Program 2008  
Water and Sanitation Agency (WASA), Lahore Development Authority,  
Lahore

• Internships

❖ Faisalabad Development Authority (FDA), Faisalabad  
(Studied Various Aspects of Urban Housing in Public & Private sector, Transportation and Traffic Studies, Master Planning, Urban Renewal and Slum Improvement, Development and Building Control etc.)

❖ Pakistan Meteorological Department, Regional Meteorological Centre,  
Lahore  
(Studied Various Aspects of Weather Observation, Data Plotting, Chart Analysis, Climate Data Collection, Climatic Changes, Metar, Taf. Etc)

## PROFESSIONAL TRAININGS

- Leadership Programme for HEC Employees at Malaysia 2018  
(School of Leadership)
- Art of Note Writing, Minutes Recording, and Effective Office Communication Techniques 2018  
(In-house by Pak Secretariat Professionals)
- Transforming English Language Skills (TELS) 2018  
(British Council)
- Dashboard Reporting and Advanced Data Analysis with MS Excel 2017  
(Pakistan Institute of Management, Karachi)
- Project Monitoring and Evaluation 2017  
Institute Islamique de Recherche et de Formation (IRTI), Islamic  
Development Group, Jeddah
- Office and Record Management 2017  
(In-house by Pak Secretariat Professionals)
- Team Trek Leadership and Team Building Program for young Leaders 2016

## **ADDITIONAL ACTIVITIES**

- Participation in All Punjab Universities Innovation Expo, 2022
- Participation in International Students Convention, 2023
- Member of Monitoring team at Lahore Centre of first ever HEC HAT Test conducting team.
- Representative of HEC in Dawn Education Expo 2017 Islamabad and Dawn Educationl Expo 2018 in Lahore
- Participation in National Consultative Conference on HEC Vision 2025 focusing on Intellectual Capital
- Member of French Day organizing team conducted by HEC for French Embassy
- Participation in Conference for enchanting the socio-economic growth organized by HEC
- Participation in Pak-China Business Forum 2014
- 5- days Training Programme under United Nations Development Program

## **RESEARCH PUBLICATIONS**

- Estimation of groundwater favorable zones in Pothohar region for management of water demand in area  
( Journal of Pure and Applied Agriculture (2022) 7(2): 54-62)
- Use of statistical and GIS techniques to assess and predict concentrations of heavy metals in soils of Lahore City, Pakistan  
(Environ Monit Assess (2015) 187:636)