

SANA NAVEED KHAN



BASIC INFORMATION

DHA Lahore
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WORK EXPERIENCE

Assistant Professor Institute of Communication Studies, University of the Punjab	Apr 2016 - Present
Lecturer Institute of Communication Studies, University of the Punjab	Jan 2012 - Apr 2016
Incharge PU TV University of the Punjab Administrating and Managing the PU TV of the University of the Punjab, Lahore.	Jan 2015 - present
Incharge PU Radio 104.6 University of the Punjab Administrating and Managing the Educational Radio Station of the University of the Punjab, Lahore.	Jan 2012 - Jan 2015
Coordinator MSc. Film and TV Production Institute of Communication Studies, University of the Punjab	Jan 2012 - Sep 2014
English Language Trainer (Facilitator) Beaconhouse School System (Head Office)	Feb 2011 - Sep 2011
Visiting Faculty University of the Punjab Personality Development and Communication Skills. M.A Semester I	2010 - Present
Teacher (BSc) Kinnaird College for Women, Lahore Civic Journalism (Major); Reporting (Major); Introduction to Mass Communication (General and Minor); Civic Journalism (General); Music Advance (General); Music Basic (General); Music Elective (FA)	2009 - 2010
Substitute Teacher Sacred Heart Convent	2003

QUALIFICATIONS

- Certified Makeup Artist by Mario Dedivanovic
- 82-hour Makeup Certification from The Salon Professional Academy

EDUCATION

M.Phil. Kinnaird College for Women, Lahore [page-break] Subjects: Mass Communication CGPA: 3.72	2009 – 2011
B.A (Hons.) Kinnaird College for Women, Lahore Subjects: Mass Communication CGPA: 3.71	2005 – 2009
F.A. Kinnaird College for Women, Lahore Subjects: English Literature, Philosophy, and Music CGPA: 771 / 1100	2003 – 2005
Matric Sacred Heart Convent Subjects: Sciences CGPA: 616/850	2001 – 2003

INTERNSHIPS

Internee at Production Department Radio 1 FM 91	4 weeks – 2009
Internee Daily Times	4 weeks – 2006

RESEARCH AND PUBLICATIONS

Research paper on "Crafting Political Images on Twitter: Analysis of Public Relations Strategy of Politicians of Pakistan"

Journal of the Research Society of Pakistan, Volume No. 56, Issue No. 2 (July – December, 2019)

Research paper on "Political Public Relations and Social Media: A Theoretical Review and the Case of Pakistan"

Journal of the Research Society of Pakistan, Volume No. 56, Issue No. 2 (July – December, 2019)

Research paper on "Reputation Management on Social Media: Analysis of Audience Feedback on Posts and Tweets of Pakistani MNAs"

Journal of Political Studies, Vol. 26, Issue – 2, 2019, 251:261

Metaphorical Devices in Political cartoons with Reference to Political Confrontation in Pakistan after Panama Leaks

Pakistan Vision Vol. 20 No. 1

Coverage of Panama Cases Trial in Pakistan by International Media; Disqualification of Prime Minister Nawaz Sharif

Journal of the Research Society of Pakistan Volume, No. 56, Issue No. 1 (January – June, 2019)

LIM Education and Collaboration among the Developing Countries: An Overview of Opportunities and Barriers in the Age of Social Media

IFLA WLIC2018 Kuala Lumpur

Research paper on the "Emerging Rave culture in Pakistan" got published in the newspaper THE NATION in the form of 6 articles.

Designed and published a four-page newspaper on Music. 2009

Designed and published a 20 page Special Women Magazine. 2009
Sub Editor of Kinnaird's Media School's Annual Magazine "K.C. TIMES" 2009

TEACHER ASSISTANT

Teacher's Assistant

Kinnaird College for Women, Lahore

Jan 2009 – Aug 2009

Teacher's Assistant in Film Studies

Kinnaird College for Women, Lahore

Assisted renowned Pakistan Film Director Sarmad Sultaan Khoosat in Film Studies

Aug 2009 – Dec 2008

EXAM SUPERVISION

Senior Supervisor

British Council

O & A Level Examination

May-June 2009 – May-June 2010

Invigilator

British Council

O & A Level Examination

May-June 2006 – May-June 2008

AWARDS AND ACHIEVEMENTS

Accredited at Cannes Film Festival

Cannes Film Festival

My film got accreditation and the Canned Film Festival

May 2011 – May 2011

Best Movie Award

Cinemadamare Film Festival

- Short film "Conserve to Preserve" selected for the main competition in the festival held in Italy.
- Best Movie "Bollywood" Award in a weekly competition at the festival

2010

Guest Speaker

Star Asia Channel

Spoke on HEC's Policy and Benazir Bhutto and Musharraf's Deal.

2008

Representing Pakistan in Youth Delegation

Ministry Of Youth Affairs, Government of Pakistan

Apr 2009 – Apr 2009

Best Athlete on Provincial Level

Pakistan

- Awarded "Best Athlete" in school and on Provincial Levels.
- Captain of the Basket Ball team for the year 2003. Sacred Heart Convent
- Member of the hockey and basket ball team (Kinnaird College for Women, Lahore) 2003-2005

PROJECTS

- Directed a Documentary on the use of wood. "Conserve to Preserve" 2010
- Designed a News Package on "Slums" 2010
- Designed a talk show "Dateline with Kinnaird" 2010
- Designed a proper Ad Campaign on Fair & Handsome. 2009
- Designed a website of a Catering Company. 2009

- Made a proper investigative Report on the impurity of milk in Lahore. 2008
- Made a proper radio documentary on Swara. Scripted and produced it. 2008
- Assisted in the making of a 10 minute video on 'Electricity crisis in Pakistan' 2008
- Assisted in the making of a 2 minute video on 'Beggars' 2008
- Assisted PTV team in the making of an Educational Documentary on Kinnaird College for Women. 2008
- Made an Ad Campaign on a detergent 'Tide to Go' (Kinnaird College) 2007
- Designed a Newspaper with a proper layout as a college project. 2007
- Wrote articles and Polls for Wikkid (Daily Times). 2007
- Wrote articles for The Nation Newspaper (Nation on campus) 2007-2009

SKILLS

- Effective communicator
- Good analytical, report writing and presentation skills
- Excellent computer skills (MS Office, Internet etc).
- Good at Windows Movie Maker, Adobe Photoshop, Macromedia Director, Flash, Sound Forge.
- Languages: English, Urdu, Punjabi, Spanish Simplified.
- Good at picture and video editing.

INTERESTS

Tourism, Photography, Basketball, Athletics.

REFERENCES

References available upon request.