



Noshir Wan Khan

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ABOUT ME

Highly motivated and results-oriented PhD in Finance with 14+ years of experience in academia and industry, seeking to leverage diverse expertise in teaching, academic management, and research.

WORK EXPERIENCE

01/03/2024 – CURRENT Islamabad

ASSISTANT PROFESSOR CAPITAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

As a regular faculty member, I have taught a diverse range of courses within my domain, primarily focusing on Economics, Accounting, and Finance. In addition to my teaching responsibilities, I have been actively involved in various academic and administrative activities at the university. As a senior member of the faculty, I have contributed to curriculum design, participated in quality assurance committees, and played a key role in the implementation of the Outcome-Based Education (OBE) system. My work in these areas has allowed me to contribute to the continuous improvement of academic programs and ensure that they meet both national and international standards. Furthermore, I have worked closely with faculty and administration to align the curriculum with evolving industry needs and student success outcomes.

01/01/2016 – 28/02/2024 Islamabad, Pakistan

LECTURER CAPITAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

As a dedicated lecturer, I have successfully delivered a diverse range of courses, including Mathematics, Accounting, Financial Management, Corporate Finance, Engineering Economics, Statistics, and Probability. This teaching experience has equipped me with a comprehensive understanding of these subjects and has allowed me to effectively engage with students at various levels of proficiency.

01/01/2016 – 28/02/2024 Islamabad, Pakistan

MANAGER ACADEMICS CAPITAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

Academic Leadership and Strategy:

- **Develop and implement the department's academic vision and strategic direction:** Aligning academic programs with the institution's goals and ensuring high academic standards.
- **Lead and manage academic departments or faculties:** Work closely with dean and department chair to set priorities, allocate resources, and ensure effective program delivery.
- **Oversee curriculum development and review:** Manage committees responsible for approving new courses and programs, ensuring they meet educational standards and accreditation requirements.

Faculty Support and Development:

- **Training programs for the development of talented faculty:** Managing faculty workload, facilitating professional development opportunities, and overseeing faculty promotion processes.
- **Support faculty research endeavors:** Help faculty secure research grants, manage research infrastructure, and connect them with collaborators.
- **Address faculty concerns and mediate disputes:** Act as a resource for faculty and provide guidance on academic policies and procedures.

Student Success and Quality Assurance:

- **Ensure the quality of academic programs and student learning.** Overseeing program assessments, accreditation processes, and implementing initiatives to improve student learning outcomes.

- **Work with student support services:** Ensure a positive student experience and promote student success.
- **Develop and manage academic budgets:** Allocate resources effectively in the departmental activities. .

Additional Responsibilities:

- **Manage academic integrity** by overseeing plagiarism detection and addressing academic misconduct.
- **Stay informed about current trends in higher education** and made recommendation to university leadership on emerging best practices.
- **Represent the academic division** in meetings with external stakeholders (e.g., accrediting bodies, government agencies).

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28/03/2008 – 31/12/2015 Islamabad, Pakistan

ACADEMIC OFFICER CAPITAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

Curriculum Development and Management:

- Collaborate with faculty to design, review, and update the curriculum for their assigned programs.
- Oversee course delivery and ensure alignment with program learning outcomes.
- Manage course schedules and room allocation, preventing conflicts.

Faculty Support:

- Assist faculty with course development, including creating outlines and assessment methods.
- Facilitate communication and collaboration among faculty members within the program.
- Address faculty concerns and provide support for academic policies and procedures.

Student Support:

- Act as a resource for students regarding program requirements, course selection, and academic progress.
- Help students navigate university policies and resources.
- Identify students needing additional support and connect them with appropriate services (e.g., tutoring, academic advising).

Assessment and Evaluation:

- Contribute to the development and implementation of assessment methods for student learning.
- Analyze student performance data and identify areas for improvement in the program.
- Oversee grading procedures and ensure consistency.

Administrative Duties:

- Manage program budgets and resources.
- Maintain accurate program records and data.
- Prepare reports for department chairs and university administration.
- Liaise with other departments (e.g., admissions, registration) to ensure smooth student progression.

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20/08/2006 – 28/02/2008 Islamabad, Pakistan

ASSISTANT MANAGER PAKISTAN STONE DEVELOPMENT COMPANY

Office Management:

- Overseeing daily office operations, ensuring smooth workflow.
- Managing supplies and equipment inventory.
- Coordinating travel arrangements and meetings for the team.
- Scheduling appointments and maintaining calendars.

Communication and coordination:

- Acting as a liaison between departments, ensuring clear communication.
- Managing internal communication channels (e.g., email, intranet).
- Drafting professional correspondence and presentations.

Financial Processing:

- Processing accounts payable and receivable (may depend on company size).
- Reconciling bank statements and accounts.
- Managing petty cash and office expenses.

Financial Reporting:

- Assisting with preparing financial reports (may depend on company size).
- Maintaining accurate and up-to-date accounting records.
- Managing accounts payable and receivable aging reports.

Compliance:

- Ensuring adherence to accounting regulations and tax laws.
- Supporting audits and financial reviews.

30/09/2002 – 31/08/2006 Islamabad, Pakistan

CUTOMER RELATION OFFICER PAKISTAN HOSUING AUTHORITY

- Communication and Information:**
- **Respond to inquiries from the public** regarding PHA's housing programs, application procedures, eligibility criteria, and plot allotment processes.
 - **Provide clear and accurate information** about PHA's services, policies, and procedures. This involved distributing brochures, explaining application forms, and directing them to relevant departments.
 - **Maintain a positive and professional demeanor** while interacting with the public, addressing concerns and complaints effectively.
- Application and Processing:**
- **Guide applicants** through the application process for housing apartments, explaining required documents and deadlines.
 - **Receive and process applications**, ensuring they are complete and meet eligibility requirements.
 - **Communicate the status of applications** to applicants and keep them updated on the progress.
- Dispute Resolution and Feedback:**
- **Address customer complaints** regarding application processing, apartment allocation, or other PHA services.
 - **Collect feedback from customers** on their experience with PHA services and identify areas for improvement. .
- Additional Responsibilities:**
- **Maintain accurate records** of customer interactions and inquiries.
 - **Prepare reports** on customer inquiries, complaints, and feedback for relevant departments.
 - **Stay informed about PHA's policies and procedures** to provide accurate information to the public.
 - **Promote PHA's housing programs and initiatives** to the public.

● **EDUCATION AND TRAINING**

20/02/2024 Islamabad, Pakistan
PHD FINANCE Capital University of Science and Technology

Website <https://cust.edu.pk/>

13/09/2009 – 12/07/2011 Islamabad, Pakistan
MS FINANCE Capital University of Science and Technology

16/08/1998 – 07/06/2002 Islamabad, Pakistan
MASTER OF BUSINESS ADMINISTRATION (MBA) AIMS, AIU

Website <https://www.aiou.edu.pk/>

13/01/1995 – 10/05/1997 Lahore, Pakistan
B.COM Hailey College of Commerce, Punjab University, Lahore

Website <https://pu.edu.pk/home/department/22/Hailey-College-of-Commerce>

● **LANGUAGE SKILLS**

Mother tongue(s): **PUSHTO**
Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	B2	C1	B2	B2	C1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **DIGITAL SKILLS**

LaTeX (very good) | Experience in MATLAB, python, and R | Microsoft Office (Outlook, Excel, Word, PowerPoint) | typing - wpm

● **PUBLICATIONS**

2024
[**Do Decimated Based Trading Models Outperform the Buy-and-Hold Investment Strategy**](#)

2024

Development of Wellness Guide: A Guided Self-Help Indigenous Intervention for Reducing Depression, and Anxiety and Enhancing Wellbeing of Pakistani Youth

Sabahat Haqqani, Taqdees Fatima, Noor Ul Sabahat, Muhammad Naeem, Noshewan Khan, Ishrat Yousaf

2023

Quick Decision Making To Achieve The Competitive Edge: Significance Of Decimated Data For Forecasting The Stock Market

Journal of Positive School Psychology

2019

Who Is the Sharp Manager? A First Comprehensive Sectorial Wise Analysis of Mutual Fund Industry of Pakistan

International Journal of Multidisciplinary and Current Research

● **CONFERENCES AND SEMINARS**

19/04/2017 – 19/04/2017 SZABST, Islamabad Campus

20th SZABIST National Research Conference

SZABIST held its 20th National Research Conference (NRC) on Computing, Engineering, Management Sciences, and Social Sciences recently on April 19, 2017. More than 75 research papers were presented by scholars on various thematic issues. The 20th National Research Conference attended by Acting President, Shahnaz Wazir Ali, Vice President (Administration & Finance), Nasreen Haque, Dean of Computing & Engineering, Dr Altaf Mukati and the Chief Guest, Dr Abdul Rehman Memon, faculty, staff, and participants.

I presented two papers under title

1. Impact Of Working Capital Management On Profitability Of Public Listed Firms (Cement Industry) In Pakistan
2. Determinants Of Capital Structure Of Listed Firms (Cement Industry) In Pakistan

09/03/2023 – 09/03/2023 Capital University of Science and Technology, Islamabad, Pakistan

CUST International Business Research Conference 2023

Member of the Organizing team

22/12/2021 – 23/12/2021 Capital University of Science and Technology, Islamabad, Pakistan

16th International Conference on Emerging Technologies (ICET)

Contributed as Finance Co-Chair in the Organizing Team of the ICET.

● **PROFESSIONAL CERTIFICATIONS AND TRAININGS**

07/08/2023 – 11/08/2023

Five Day Workshop on "Professional Writing Skills"

The Department of English organized a comprehensive five-day training workshop on Professional Writing Skills from August 07, 2023 to August 11, 2023 for the university's academic officers and staff, led by the proficient trainer, Ms. Asma Naz. The workshop was successfully conducted with the aim of enhancing participants' written communication abilities. Over the course of the workshop, participants engaged in a series of interactive sessions focused on key aspects of effective writing, including clarity, coherence, conciseness, and appropriate tone. Practical exercises, real-life examples, and hands-on activities were employed to reinforce the concepts discussed. The workshop facilitated skill development in various forms of written communication, such as emails, memos, reports, and official documents. Participants actively practiced revising and editing their written work, incorporating proper grammar, punctuation, and formatting. Overall, the workshop provided valuable insights and practical tools to improve participants' professional writing skills, enabling them to communicate more effectively in their respective roles.

18/07/2023 – 26/07/2023

FACULTY DEVELOPMENT PROGRAM

Participated in the following trainings and workshops:

1. Developing Cases for indigenizationext
2. Essential Skills for university students
3. AI For Academics
4. Class Engagement: Action-Based Assignments

06/07/2022 – 22/07/2022

FACULTY DEVELOPMENT PROGRAM

Participated in the following trainings and workshops:

1. OBE Training module
2. Curriculum Development