

Urfa Fazil

Date of birth: 15/12/1995

Nationality: Pakistani

Gender: Female

CONTACT

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WORK EXPERIENCE

26/06/2021 – 09/01/2023 Wah Cantt, Pakistan

HR and Admin Officer Ameer Marketing Lands Experts

- Assistance with the hiring, onboarding, and orientation of new employee's production.
- Managing and Updating payroll data, benefits data and employee records.
- Coordinating and overseeing HR initiatives and programmes by aiding in initiatives to improve employee relations and engagement, assisting with administration.

27/02/2019 – 14/12/2020 Wah Cantt, Pakistan

HR Generalist Frugel's Consultant Pvt Ltd

- Onboarding of new hires, work closely with HR team in conflict resolution and dedicatedly managed payroll and benefit programs

EDUCATION AND TRAINING

13/09/2020 – 01/04/2023 Wah Cantt, Pakistan

Masters of Science (MS) in Management Sciences University of Wah, Wah Cantt

CGPA 3.63/4

Specialization: Human Resource Management

Major Subjects with Grading: Performance Management (**A-**), Corporate Governance (**B+**), Advance Strategic Marketing (**A-**), Advance Strategic HRM (**B+**), Research Methodology (**A**), Management Theories and Practices (**A-**), Salary and Compensation Management (**B+**), and Economics of Strategy (**A**).

Thesis: Moderating Effect of Innovative Work Behavior and Motivation on the relationship between Knowledge Sharing Behavior and Enterprise Social Network.

Short Description: This study investigates the association between knowledge sharing behavior and Enterprise social network (ESN) and the moderating effects of innovative work behavior and motivation. Given the widespread use of ESNs in businesses, it is critical to comprehend the elements that affect knowledge sharing on these platforms. The study focuses on the possible moderating effects of innovative work behavior and motivation. The study intends to offer insights into how these characteristics might increase or impede knowledge sharing effectiveness by examining their impact on the link between knowledge sharing behavior and ESN. The research results will help organizations develop strategies to promote a culture of knowledge sharing and cooperation by improving our understanding of the relationships between motivation, ESN, and innovative work behaviour.

Supervisor: Dr.Nasir Mehmood

09/03/2015 – 06/03/2019 Islamabad, Pakistan

Bachelors of Business Administration (Hons) Federal Urdu University of Arts Science and Technology

CGPA: 3.35 / 4

Specialization: Project Management

Final Year Project: Boss Venture & Fantast Fiesta

Short Description: In my bachelor's programme, I planned this event where participants could show off their entrepreneurial skills, network with other creatives, and exchange ideas while also obtaining advice from seasoned mentors and subject matter experts. This was a memorable evening that combined business with fun to produce a gripping and authentic experience

LANGUAGE SKILLS

MOTHER TONGUE(S): Urdu

OTHER LANGUAGE(S): English

DIGITAL SKILLS

SMART-PLS | SPSS | REGRESSION ANALYSIS | Bootstrapping | MS Office (MS Word, MS Excel, MS Powerpoint, MS Outlook, MS Teams, MS Project, MS Sharepoint)

PUBLICATIONS

List of publication(s)

1. **Urfa Fazil** and Nasir Mehmood. (2023). To Share or Not to Share: The Role of Motivation in Fostering Knowledge Sharing Behaviors on Enterprise Social Networks. *International Journal of Knowledge Base Management*. **(Review Completed)**
2. **Fazil, U.**, Mehmood, N., & Hussain, K. (2023). Investigating the Structure and Dynamics of Knowledge Sharing Behaviour and Enterprise Social Networking. *UW Journal of Management Sciences*, 7(2), 53–69.
3. Nasir Mehmood and **Urfa Fazil**, Omer Sagheer. (2023). Innovate via sharing: Understanding the Impact of Knowledge Sharing Behavior on Use of Enterprise Social Network, Moderated by Innovative Work Behavior. *Iranian Journal of Management Studies*. **(Under Review)**
4. **Urfa Fazil** and Nasir Mehmood. (2023). Elevating Organizational Achievement through E-HRM Gamification: Using Synergies between Player Engagement and Business Objectives. *Big Data Research* **(Under Review)**
5. Ahmed, Bilal, Nasir Mehmood, and **Urfa Fazil**. (2023). Does the Resource Commitment enhance Organizational Capabilities to Strengthen Organizational Learning. *International Journal of Management Research and Emerging Sciences*. **(Under Review)**
6. Aqsa tahir, Qaiser Mohi Ud Din, Mohammed Nawab Shinwari, Megha Vimal and **Urfa Fazil** (2023). A comprehensive review of technologies and relevance of green human resource management. *Dinkum Journal of Economics and Managerial Innovations*, 2(08):468-475.

HONOURS AND AWARDS

Here is the list

1. Received a **participant souvenir from University of Geosciences Beijing, China** as a participant in **"The 7th China International College Students' "Internet+" Innovation and Entrepreneurship Competition**, 2021.
2. Participation and **Performance Award** at Sports Competition and Debate Contest held at Federal Urdu University of Sciences and Technology Islamabad, Pakistan, 2018

VOLUNTEERING

Voluntary Work

Empowering Children with Different Abilities: Volunteer Experience [CB-57, Allama Iqbal Road, Lalazar, Colony, Wah Cantt, , 31/10/2022 – Current] I helped individuals with a range of abilities by providing daily assistance, emotional support, social activities, and a message of tolerance.

"Breaking Away Barriers: Street Education for Needy Students" [Islamabad] Through my volunteer work in street education, I helped economically deprived areas by mentoring and educating poor youngsters. Seeing the beneficial effects of knowledge on their lives was humbling.

Stray Animal: Food Provider [Islamabad]

CERTIFICATION

Online Courses

Creative Writing: *Ministry of Information Technology & Telecom, Government of Pakistan* [5/11/2019].

English Language Course Advance Definition: *Cambridge English Teacher Rory* [14/11/2019]

The Science of Wellbeing: *Yale University* (coursera) Clear and concise revelations about the human condition [7/11/2021]

Understanding Research Methods: *University of London* (Coursera) A well-made lesson with focus of what matters most in research [20/10/2023]