



Hassan Abdullah

Masters in English (*Linguistics & Literature*)

CSS Candidate

Looking forward to work with an organization where I can utilise my professional know-how in order to contribute to the profession as well as self-deve.

- 3rd January, 1998
- hassanjanjua31@gmail.com / abdullah.hassan63@yahoo.com
- House No 405, street No 21, Block L, Gulberg Greens – Islamabad
- +92-336-4010900 / +92-320-3970091

Work Experience:

Assistant Director HR

Muslim Youth University (Islamabad)

March 05, 2025 till present

Campus Manager

KIPS CSS-PMS (Islamabad)

Sep 05, 2023 to Oct 30, 2024

Coordinator

The Science Hub School (Rawalpindi)

August 13, 2022 to Dec 28, 2024

Human Resource Manager

Next Gen Technologies (Rawalpindi)

July 25, 2022 to Sep 03, 2023

President/Administrative Head (Internship)

NuML Debating Society (**NUML University**)

Feb 13, 2021 to June 21, 2022

Education:

Degree: Masters in English (Linguistics and Literature)

National University of Modern Languages (NUML ISB)

Tenure: *Sep 2020 to June 2022*

CGPA: *2.87/4*

Degree: Bachelor in Arts (English)

University of the Punjab (Lahore)

Tenure: *2017 to 2019*

Division: *2nd*

Degree: Intermediate

F G Sir Syed College (Rawalpindi)

Tenure: *2016 to 2017*

Division: *2nd*

Degree: Matric

Federal Abdali College and School (Rawalpindi)

Tenure: *2014 to 2015*

Division: *2nd*

Certificates/Audited Courses:

IT Course

KIPS GlobalAge (Islamabad)

Tenure: *Sep 01, 2022 to Dec 30, 2022*

English Diploma

National University of Modern Languages (NUML)

Tenure: *Sep 2019 to January 2020*

IT – Advance (Diploma)

ACA (Rawalpindi)

Tenure: *01-04-2016 to 30-09-2016*

Achievements:

Certificate of Performance

NUML – Islamabad

Skills:

Administration	Problem-Solving
Management	Leadership
Presentation	Digital Literacy
IT	Work Ethics
Team work	Creativity
Communication	

Languages:

English: *Full Professional Proficiency*

Urdu: *Full Professional Proficiency*

Interests:

Gaming	Reading
Debates	Socializing

References:

Dr. Afsheen Kashifa (Lecturer)

NUML – Islamabad

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