



Zulfiqar Ali Akbar

Nationality: Pakistani **Date of birth:** 11 Apr 1989 **Gender:** Male

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Home: House No 110/C, Street No. 17, New Abadi Tahli Mohri, 46000 Rawalpindi (Pakistan)

WORK EXPERIENCE

NATIONAL ENGINEERING & SCIENTIFIC COMMISSION OF PAKISTAN, RESEARCH AND DEVELOPMENT ORGANIZATION – Islamabad, Pakistan

City: Islamabad | **Country:** Pakistan

Junior Executive

[30 Jun 2017 – 30 Jun 2025]

- Served as **Junior Executive in R&D Organization**
- Gained hands-on experience in managing multidisciplinary R&D and strategic projects, aligning with academic and project-based learning environments.
- Contributed to the development and implementation of Project Quality Management Plans, demonstrating a strong understanding of academic quality assurance principles.
- Successfully organized and allocated project human resources, reflecting key competencies in academic planning and coordination.
- Supervised administrative staff and supported cross-functional teams
- Designed and monitored project budget plans and financial reports.
- Facilitated official academic and strategic meetings, seminars, and conferences, showcasing experience relevant to university event planning and academic engagement.
- Ensured effective liaison and communication across departments, a critical skill in inter-departmental collaboration in academic institutions.
- Drafted formal reports, academic correspondence, and minutes of meetings, reflecting strong written communication and documentation skills.
- Developed a structured and research-oriented administrative approach that complements university-level teaching, curriculum development, and research support.
- Demonstrated a strong foundation in project management, academic coordination, and institutional operations—key areas in higher education environments.

EDUCATION AND TRAINING

Masters of Science in Project Management

Riphah International University Pakistan [14 Sep 2022 – 20 Mar 2025]

City: Islamabad | **Country:** Pakistan | **Final grade:** 3.6 CGPA | **Thesis:** Exploring the interplay of AI adoption, AI anxiety and Organizational culture in Project success: Case study within the Aerospace Sector

Bachelor of Science (Business Administration)

Virtual University of Pakistan [7 Feb 2012 – 19 Apr 2016]

City: Lahore | **Country:** Pakistan | **Field(s) of study:** Business, administration and law | **Final grade:** 3.28 | **Thesis:** Relationship between Employees Motivation and Organizational Effectiveness

LANGUAGE SKILLS

Mother tongue(s): Urdu

Other language(s):

English

LISTENING B2 **READING** B2 **WRITING** B2

SPOKEN PRODUCTION B2 **SPOKEN INTERACTION** B2

German

LISTENING B1 **READING** B1 **WRITING** B1

SPOKEN PRODUCTION A2 **SPOKEN INTERACTION** A2

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

SKILLS

Google Drive / Microsoft Office / Outlook / Social Media / ERP, EMS / human resource management