



HASSAN KHALID

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 House # 14-A, Street # 12,
Shaheen Town, Rawalpindi.

LANGUAGES

- Urdu
- English
- Punjabi

HOBBIES

- Reading
- Cooking
- Travelling

PERSONAL INFORMATION

- Date of Birth: 29 September 1985
- NIC #: 37405-6684773-9
- Driving License #: 00452682
- Marital Status: Married

OBJECTIVE

To acquire a challenging job in an organization, which provides opportunities that allow employees to explore and exploit their potential for the benefit of organization and stake holders

EXPERIENCE

Programme Incharge | Oct 2020 till date

IQRA University, Chak Shahzad Campus, Islamabad

- Conducting Extra-curricular and Co-Curricular activities
- Organizing Workshops and Seminars in various Faculty Development Programmes
- Students Counselling and Interaction
- Departmental Programme Incharge
- Conducting visits of multiple Accreditation Bodies
- Solving Miscellaneous issues of the Department
- Formulating and Delivering official Presentations
- Focal person and major coordination in University's events
- Maintaining all documents in department as per the Accreditation Council requirements
- Conducting multiple visits of governing bodies
- Organizing orientation for students
- Secretary meetings IAB, Departmental meetings, Disciplinary committee etc.
- Admission representative and full assistance in new intakes
- Liaison with other departments
- Maintaining class progress reports

Visiting Lecturer | Spring 2019 to Fall 2019

International Islamic University (IIUI), Islamabad

- Lecturer in B-Tech Program

Lecturer | Oct 2016 to Aug 2020

Grafton College of Engineering & Sciences, Islamabad

- Conducting Affiliation and Accreditation Visits of PEC, HEC and Parent Universities
- Ensuring the fulfilment Criteria as prescribed by HEC/PEC
- Fulfilling Criteria as per the PEC requirements
- Lecture Delivery
- Paper Design

HOD (Electronics) | Mar 2014 to Oct 2016

Faiz-ul-Islam Institute of Technology (FIT), Rawalpindi

- Miscellaneous duties in addition to teaching

EDUCATION

- MS Engineering (NUST, Islamabad)
- B. Sc. Engineering (Federal University, Islamabad)
- DAE (PBTE, Lahore)