

ENGR. CH. WASEEM SAJJAD

MS (Project Management) ! B.Sc (Electronics Engineering)



A highly versatile and multitalented professional with extensive experience in management, organization development, Planning, coordination and development as well as artistic pursuits. Demonstrates a strong background in working with diverse public and private organizations, leveraging a broad skill set to drive success. Eager to contribute to a dynamic organization that value innovation and excellence, where expertise and experience can be utilized for professional growth.

Father Name:

Ch. M. Shafi Chohan

CNIC No:

61101-0557156-7

Date of Birthday:

June 10, 1989

Religion:

Islam

Nationality/Domicile:

Pakistani/Islamabad

Attitudes ! Believes:

Creativity is life

Words of Wisdom:

A bad system can
destroy good people.

The only thing that
overcomes hard luck is
hard work.

JOBS EXPERIENCE:

Riphah International University:

Assistant Manager/Campus Head

Oct 2018 – to date



Key Responsibilities:

- Supporting manager & other peer departments in organizing, planning & implementing strategies.
- Responsible for establishing educational and industrial linkage to enhance student learning.
- Responsible for assisting faculty and students in student's placement in on-campus and off-campus jobs as well as in internships along with arranging regular job fairs at campus
- Responsible for developing and maintaining university relations with external educational and industrial stakeholders.
- To conduct/supervise training & development activities for core team members of all student societies.

Pakistan Engineering Congress:

Assistant Manager (Coordination)

Oct 2015 – May 2018



Key Responsibilities:

Nov 2014 – Sep 2015

- Coordinate internal & external activities of Congress for evaluation, execution & monitoring of various development
- Organized & managed seminars, conferences, symposium and development courses. Preparation of draft minutes.
- Responsible for overall operations of the department including Training & Development, marketing & meet targets.
- Coordinate to support reporting requirements of PEC.

Pakistan Engineering Council:_____

Assistant Registrar (Engineers & Contractors)



Key Responsibilities:

- Review, evaluate and approve all engineering graduates as per the laid down policy of the Council.
- Contributed to the development and application process for registration of the graduate engineers.
- Maintained and safekeeping all records of Registered Engineers.
- Prepare Summaries, weekly reports, Enrolment Committee meeting lists of new Engineers, by Laws & Rules & Regulations of PEC, Verification of Degrees of Engineers & Work orders of Contractors/constructors/firms.

June 2014 – Aug 2014

Pakistan Television (Pvt) Ltd:_____

Intern Engineer



Key Responsibilities:

- Backup System of PTV.
- Working on satellite communication.

Nov 2013 – May 2014

National Institute of Electronics-Ministry of Science & Technology:_____

Design Engineer



Key Responsibilities:

- Create new designs and forward them to the Project Manager
- Extensive monitoring of project activities at ground level to ensure the project timelines & deliverables.
- Turning research ideas into technical plans for prototypes using PADs and Pro-Engineering software's.
- Use computer-aided design (CAD) to design concepts.
- Monitor the step by step progress of the project and make a detailed report of observation which will be submitted to the project supervisor

EDUCATION:

2019 – 2021	MS Project Management (Thesis) Riphah International University, Islamabad
2009 – 2013	B.Sc (Hons) Electronics Engineering International Islamic University, Islamabad
2006 – 2008	F.Sc (Pre-Engineering) FBISE, Islamabad
2005 – 2006	SSC (Science) FBISE, Islamabad

TRAINING & CERTIFICATIONS:

- **Data Science & Analytics** online course from HP Life.
- **Enterprise Systems** course from University of Minnesota, offered by Coursera.
- **High Performance Collaboration: Leadership, Teamwork, and Negotiation** course from Northwestern University, offered by Coursera
- Successfully completed the course **Agile Project Management** offered by Google
- **Excel Essentials for Data Analytics** course from IBM, offered by Coursera.
- Successfully completed the course **Supply Chain Logistics** from The State University of New Jersey.
- **Introduction to Risk Management** course from University of California, Irvine.
- Successfully completed the course **PROJECT-Creating Sales Dashboard Using Microsoft Excel** from EDUCBA.
- Two months training course on **Printed Circuit Board (PCB) Designing & Fabrication** from National Institute of Electronics (NIE), Islamabad.
- **Project Planning & Designing** Course by using software Primavera P.6 from Pakistan Engineering Congress.
- Three months training course on **Cisco Certified Network Associate (CCNA)** from National Institute of Science & Technology Education (NISTE), Islamabad.
- Awarded certificate in **Advanced Computer Applications** from University College of Islamabad (UCI).

PROFESSIONAL MEMBERSHIPS:

- Member of **Association for Project Management** (Member No. P0525004)
- **Pakistan Engineering Council** (PEC) (No. Electro/19243)
- Life member of **Institute of Engineers of Pakistan** (IEP) (No. M-19089/ISL-2804)
- **Pakistan Engineering Congress** Member (No. 5555)
- Life member of **International Association of Engineers**. (No. 164760)

THESIS & PROJECT WORK:

MS Research Thesis:

Analyzing students' virtual project learning during COVID-19 through Perceived Ease of Use, Usefulness and Behavioral Intention

Final Year Project (BS):

- **Virtual Fencing**
I have used virtual fencing for surveillance purposes. In this project I used digital image processing techniques, through which I monitored our required restricted area. All the process accomplished automatically rather than manually.

PROFESSIONAL SKILLS:

- Software's Proteus, PADS logic, Circuit maker, MAT Lab, Pro-Engineering, Or-CAD.
- MS Project, Primavera P.6, Research Work on SPSS, LMS, CMS
- Strong command on MS Office

ATTRIBUTES:

- Negotiation, Group decision making, Collaboration
- Ability to organize and manage the given task
- Zealous to lead a group management
- Able to plan activities & carry them through effectively
- Flexibility/Adaptability/Managing Multiple Priorities

OTHER SKILLS:

- Founder & President of Sadequain ART Spectrum (SAS).
- Founder of Aaghosh-e-Muhabbat Foundation
- Ex-Deputy Coordinator of Positive Pakistan Organization at IIUI.
- Supervisor of Green & Arts Club at Riphah Intr. University.

AWARDS/HONORIUM:

- Received appreciation award from **Al-Khidmat Foundation** on International Volunteer Day.
- Received appreciation award from Sr. Manager SSD Riphah University for conducting **1st Intr. Summit on Ideology of Pakistan**
- Received Souvenir from the **Ahmed Yousif Al Draiwesh-President IIUI** for organized a successful ART Exhibition.
- Received Souvenir from **Brig. Adnan Saleem-Director Army Museum GHQ** for organized an event on the occasion of Pakistan Defence Day-2015 at Army Museum GHQ Rawalpindi.
- Received Souvenir from **Mian. Aslam - Ex MNA Islamabad** for participated in the event Islamabad Festival as an Organizer.

REFERENCES:

Engr. M. Musaib Qureshi

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Husnain Ahmad

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National Accountability Bureau,
Islamabad
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