

MR. MUHAMMAD FAROOQ

 Peshawar, Pakistan  farooqrajjar2244@gmail.com  +92 311 8950017  [LinkedIn Profile](#)

PROFESSIONAL SUMMARY

MBA student with strong background in Business Administration and Mathematics. Skilled in analysis, communication, and leadership with experience in teaching and administration. Seeking opportunities in Finance, HR, Administration, or Management roles.

EDUCATION

Master in Business Administration / MBA City University of Science & Information Technology Peshawar CGPA: 3.92/4.00 Merit Scholarship	Oct 2025 - In progress
Bachelor of Education / B.Ed (1.5 Years) Sarhad University of Science & Information Technology Peshawar CGPA: 3.68/4.00	Sep 2024 - Aug 2026
Bachelor of Science in Mathematics Namal University Mianwali CGPA: 3.40/4.00 Merit Scholarship	Oct 2020 - Jul 2024
F.Sc Pre-Engineering Peshawar Model Degree College Dalazak Road Peshawar Marks: 944/1100 GoodWill Scholarship	Sep 2018- Aug 2020

PROFESSIONAL EXPERIENCE

Mathematics Lecturer The Muslim College of Commerce & Management, Peshawar - Deliver lectures and academic guidance to F.Sc. and BS students. - Prepare course materials, assessments, and reports. - Coordinate with academic and administrative departments.	Sep 2024 - Present
Teacher Assistant Department of Mathematics Namal University Mianwali - Assisted faculty members in teaching and student assessment. - Conducted review sessions and supported academic administration. - Managed grading and academic documentation.	Feb 2023 - Jul 2024
Head of Education & Skills Development Wing Namal Society for Social Impact - Led educational and skills-development initiatives. - Coordinated teams and managed community projects. - Organized training sessions and awareness programs.	Nov 2021 - Jul 2023
Work Study Program Namal Administration Department - Supported administrative operations and office activities. - Assisted in record management and departmental coordination.	Oct 2021 - Feb 2022

CORE SKILLS

Professional Skills

- Business Administration
- Financial Accounting
- Human Resource Management
- Teamwork & Collaboration
- Administrative Coordination
- Time Management
- Communication
- Problem Solving
- Report Writing

Technical Skills

- MS Excel
- MS Word
- MS PowerPoint
- SAP SuccessFactors
- Workday
- Tally Prime
- QuickBooks
- Canvas
- LaTeX

INTERNSHIP & TRAINING

Advanced AI Boot Camp – GIKI (SkyElectric & SkyLabs Collaboration) | Jul 2024 - Aug 2024

- Developed hands-on expertise in Machine Learning, Deep Learning, Generative AI, and Computer Vision through advanced AI training and real-world projects.

Corporate Readiness Training Program NETSOL Technologies Inc. Lahore | May-2024

- Gained corporate exposure and enhanced communication, teamwork, and professional skills.

Campus to Corporate Training – Namal Placement Center | Apr 2023

- Developed understanding of workplace environment, corporate behavior, and professional communication.

Summer Internship Program – Center of Excellence & Skills Development | Jul 2022

- Learned MS Office, Canva, CV writing, and communication skills through practical training.

AWARDS & CERTIFICATION

- MBA Merit Scholarship
- BS Merit Scholarship
- F.Sc Goodwill Scholarship
- Mathematics Teacher Certification
- Head of Education & Skills Development Wing Certification
- Pakistan Mathematics Competition | Certificate of Participation
- Namal Ambassador | Pakistan Mathematics Competition

CONFERENCES/PRESENTATIONS

Attended online International Mathematics Webinars, Namal University’s Mathematics Department

- "Configuration Space and their Applications"
Speaker: Dr. Martin Palmer Anghel, 18th Jan, 2024
- "Braids, A Normandy Speciality"
Speaker: Dr. Paolo Bellingeri, 08th Jan, 2024

Presented a comprehensive Math Corner session, Namal University’s Mathematics Department

- "Cosine Rule", 12th May, 2022

RESEARCH PROJECT

Undergrad Final Year Project

Oct 2023- Jul 2024

- Fixed Point Theorems with Applications in Solutions of Matrix Equations.
- Proved Some Fixed Point Theorems.
- Used that Theorems for the Existence of Solution of Matrix Equation.

LANGUAGES

HOBBIES

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| • English | Professional Working Proficiency | • Social Working |
| • Urdu | Native/Bilingual Proficiency | • Cricket |
| • Pashto | Native/Bilingual Proficiency | • Camping |
| • Chinese | Beginner | • Photography |

REFERENCES

Dr. Adil Jhangeer

Senior Researcher/Professor | VSB–Technical University of Ostrava, Czech Republic

- **Email:** adil.jhangeer@vsb.cz
- **Contact:** +420722223819

Dr. Said Wali Shah

Assistant Professor | City University of Science & Information Technology Peshawar

- **Email:** saidwali@cusit.edu.pk
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