

SYED SHEHROZ KAZMI

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BUSINESS ADMINISTRATION

HIGHLY SELF MOTIVATED LEADER | WORKING EFFICIENTLY TO PROVIDE EXTRA ORDINARY RESULTS

HUMAN RESOURCE MANAGEMENT | SUPPLY CHAIN MANAGEMENT | MARKETING

A highly motivated Business Management student with a strong academic record (CGPA 3.73/4.00) and hands-on leadership experience through university societies and official events. Skilled in communication, team coordination, and problem solving, with a growing passion for Human Resource Management and data-driven organizational practices. Demonstrated ability to lead cross-functional teams, manage logistics, and execute large-scale events with professionalism and efficiency. *Selected accomplishments include:*

FIELD OF INTEREST

- Human Resource Management
- Supply Chain Management
- Marketing

- ✓ Led and coordinated cross-functional teams in societies and official events
- ✓ Contributed to team performance through effective coordination and leadership
- ✓ Successfully organized and executed large-scale events with efficient logistics management
- ✓ Demonstrated strong communication and problem-solving skills in dynamic team environments
- ✓ Developed a growing focus on Human Resource Management and data-driven decision-making

ROJECTS & PARTICIPATIONS

HRM Process Development

Designed comprehensive Human Resource Management processes for a company as part of coursework, covering recruitment, onboarding, performance management, and employee development.

- Structured end-to-end HR workflows aligned with organizational needs
- Integrated best practices for employee lifecycle management
- Focused on scalability and efficiency in HR operations

Organizational Behavior Case Studies

Analyzed real-world business scenarios to apply organizational behavior theories, examining team dynamics, leadership styles, motivation, and organizational culture.

- Evaluated leadership approaches and their impact on team performance
- Applied motivation and behavioral theories to practical cases
- Developed actionable recommendations for organizational improvement

Event Planning & Execution – UET Tribune

Led end-to-end planning and execution of large-scale university events, managing logistics, team coordination, vendor relations, and on-ground operations.

- Coordinated cross-functional teams to ensure smooth execution
- Managed vendors, schedules, and event logistics efficiently
- Delivered events within deadlines while maintaining quality standards

CORE SKILLS

- Strategic leadership & Project planning
- Cross-functional team coordination
- Event & logistics management
- Stakeholder communication
- Strong emotional intelligence
- Human Resource processes & OB analysis
- HR Analytics & data interpretation (basic)

TECHNICAL SKILLS

- Human Resource Management
- Supply Chain Management
- Marketing
- HR Analytics & Data-Driven HR

EDUCATION

University of Engineering and Technology (UET, Lahore) (2023-Present)
Bachelor of Business Administration **CGPA: 3.73**

Asif Saleem Higher Secondary School (2020-2022)
Intermediate - Pre-Medical **Marks: 84.09%**

Asif Saleem Higher Secondary School (2018-2020)
Matriculation in Sciences **Marks: 82.63%**

RELEVANT COURSES

- Human Resource Management
- Marketing Management
- Organizational Behavior
- Business Communication
- Principles of Management
- Supply Chain Management

AWARDS & CERTIFICATIONS

Certificate of Recognition	HOD	2025
Best Executive Member	President UET Tribune	2025
Volunteer Recognition	Vice chancellor U.E.T	2026

VOLUNTEER WORK

Team Management	Alumni office UET	2026
Member	Pakistan Youth Parliament (PYP)	2026
Executive Member	UET Tribune	2025
Team Management	UET Alumni Reunion	2026
Assistant Director	UET Tribune	2024
Volunteer	Youth Academy	202
	Shahkot	
HR Manager	Literary Circle	2020

LINKEDIN LEARNING

- ❖ Data Literacy: Exploring and Describing Data
- ❖ Big Data in the Age of AI
- ❖ Generative AI for Business Leaders
- ❖ Machine Learning and AI Foundations – Prediction, Causation & Statistical Inference
- ❖ Complete Guide to Generative AI for Data Analysis and Data Science