

Hasan Ahmed

Karachi, Sindh, Pakistan

Mobile: +92-3401378477; hasan.ahmed77@outlook.com; Date of Birth: Jul 31, 1994

EDUCATION

China Foreign Affairs University (CFAU) Masters in International Relations	Sep 2018 - Jun 2020
Lahore University of Management Sciences (LUMS) BSc (Honours) in Political Science	Aug 2013 - Jun 2017
Cadet College Petaro Intermediate in Pre Engineering	Aug 2010 - May 2012
Cadet College Petaro Matriculation in Science	Aug 2008 - Apr 2010

EXPERIENCE

National University of Modern Languages (NUML), Karachi Campus <i>Lecturer – International Relations Department</i> Delivering engaging courses in International Relations, fostering critical thinking and analysis of global issues, along with several additional responsibilities.	Feb 22 - Present
Coordinator – International Relations Department (RC Karachi) Managing all aspects of the International Relations department, coordinating with faculty, the HoD, and the main campus coordinator. This includes scheduling courses and timetables, facilitating educational visits and sessions with consulates and guests, and handling student issues, attendance, and paperwork. Overseeing departmental exams and ensuring smooth collaboration with academic departments.	(Feb 22- Present)
In charge – Placement Center (RC Karachi) Facilitated student career opportunities by coordinating internship placements with various organizations and departments, recommending students for internships, collaborating with the main campus Placement office, and maintaining detailed placement records. I actively sought industry partnerships, and directly connected with organizations like Ibex and Ihsan Trust (Meezan Bank).	(Apr 22- Present)
Member Convocation Preparation Committee (RC Karachi) Assigned duty of making preparations for it. Assignments included finding suitable venues, budgeting events, registration of students, etc. Due to administrative reasons, the convocation was postponed.	(Apr 22- Sep 22)
Focal Person – IT (RC Karachi) Serving as the bridge between our campus and central IT resources. This involves close coordination with the ITC Office (Main Campus), HEC-PERN, and the HEC Smart Classroom Team. Managing IT-related correspondence, maintaining inventory records, and overseeing campus IT issues and procurement. Handling interactions with vendors and suppliers, ensuring smooth operations. The role also includes facilitating student and faculty needs by managing the creation of NUML email IDs and LMS access, as well as resolving queries related to the e-registration portal.	(Oct 22- Present)

Focal Person – PMYP Laptop Scheme 2023 (RC Karachi)*(Jul 23- Oct 23)*

Managed document collection from students, coordinated the secure receipt and distribution of 30 laptops through the designated portal and ensured all necessary paperwork was completed.

Focal Person – Computer Science Department (RC Karachi)*(Feb 24- Present)*

Managing most aspects of the Computer Science department, coordinating with faculty, the HoD, and the main campus coordinator. This includes scheduling courses and timetables, handling student issues, attendance, and paperwork. Overseeing exams and ensuring smooth collaboration with other academic departments. Working on fulfilling NCEAC criterion for the Zero Visit preparation as an Institute Focal Person for NCEAC.

Domain Institute of Management Science & Technology*Examination Officer – Exams Department*

Jan 20 - Dec 21

Ensured exam scheduling, smooth conduction of examination, maintaining test confidentiality, ensuring efficiency and accuracy, and record keeping.

Balochistan College of Education, Hub*Academic Coordinator/ Lecturer*

Dec 17 - Sep 18

Center for Economic Research in Pakistan (CERP)*Field Researcher – Education Team- Research*

Oct 17 - Dec 17

Participated in training workshops, and conducted detailed in-person surveys, using SurveyCTO on tablets with respondents at Beaconhouse School System (BSS) branches, wrote comprehensive descriptive field reports compiled daily data from other Field Researchers into a single spreadsheet, and checked for any errors by cross-checking with official records, sorting out data, etc., and other duties as assigned by the Project Coordinator and Principal Investigator.

Government of Punjab*Data Entry Volunteer - Chief Minister Education Roadmap Team - Education*

Oct 16 - Sep 16

TV One*Intern - News Production Control Room - News Channel*

Jun 16 - Aug 16

Lahore University of Management Sciences (LUMS)*Volunteer - Department of Economics*

Dec 15 - Jan 16

To visit selected National and Provincial assembly constituencies and ask the questions mentioned in the survey/questionnaire and record the responses.

PROJECTS

-Masters Thesis: “China and India in the Indian Ocean Region: Apprehensions and Actions.” (2020)

-Education Project: Part of the team that conducted detailed in-person surveys of around 4000 employees all over Pakistan, using SurveyCTO on tablets with respondents at Beaconhouse School System (BSS) branches, to assess how to attract, retain, and support employees in the organization. Based on the results, BSS will be testing different appraisal systems to see what system keeps employees satisfied and motivated. (Oct 17 – Dec 17)

TRAINING AND WORKSHOPS

2024- Capacity Building Workshop on Strengthening Industry-Academia Linkages (IBA QEC Dept. / In Person)

2023- Training Workshop for Coordinators / Focal Persons of Placement & Alumni (NUML / In Person)

2023- Hands-On Training Under Smart Classroom Project (HEC + Huawei / In Person)

2022- Faculty Development Program – Level I (NUML / Online)

ADDITIONAL SKILLS AND EXPERIENCE

MS Office proficiency (Word, PowerPoint, and Excel)

Strong academic research and writing skills

Interpersonal and communication skills

Drafting skills

Ability to work within groups

Time management

Languages: Urdu (Expert), English (Expert), Sindhi (Intermediate), Punjabi (Beginner)

HONOURS AND AWARDS

2021- Full Scholarship for PhD in International Relations by Turkiye Burslari (Turkish Government) [Not availed]

2019- Social Activity Award (China Foreign Affairs University)

2018- Full Scholarship for Masters under Bilateral Program by China Scholarship Council (Chinese Government)

2012- 7th position in BISE Hyderabad and 1st in college (Intermediate)

2010- 7th position in BISE Hyderabad (Matric)

INTERESTS

Reading:

Very passionate about reading newspapers, think tank articles, and non-fiction books. The books are mostly related to current and foreign affairs, diplomacy, history, and politics.

Collecting:

Numismatics- Have collected around 300 banknotes and about 200 coins of various countries.

Bibliophile- Have around 150+ books in a personal library.

News and Politics:

An avid follower of national and international news and politics through twitter, current affairs shows, newsletters of various think tanks and news organizations, newspapers, etc.