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| Village & PO Pabbi Muhallah Makki Masjid Tehsil Pabbi District Nowshera, KP, PakistanD.O.B: Feb 22, 1973Contact: +92-321-9860364 +92-345-9100174 Whatsapp: +92 321-9860364Principalfeb1973@gmail.comABOUT MEA skilled communicator, highly organized, confidant professional with outstanding leadership capabilities, to effectively coordinate tasks, accomplish projects with timeliness and creativity A positive high energy with enthusiasm for technology to control cost and increase profitability. I am seeking a responsible career opportunity in a dynamic and challenging work environment where I can utilize my training, IT, HR and managerial skills while making significant contribution to the success of my employer.SKILLSWORK

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| Training/ Instructing |  |  |  |  |  |
| Analytical |  |  |  |  |  |
| Leadership |  |  |  |  |  |
| Computer/IT Skills |  |  |  |  |  |
| Initiative |  |  |  |  |  |

PERSONAL

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| COMMUNICATION |  |  |  |  |  |
| ORGANIZATION |  |  |  |  |  |
| TEAM PLAYER |  |  |  |  |  |
| CREATIVITY |  |  |  |  |  |
| SOCIAL |  |  |  |  |  |
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Honours & AwardsIVQ L-III Chief Master Trainer/Lead AssessorChief of Air Staff Commendation Certificate* **Academic Medal in Abasyn University Peshawar by securing 1st Position in Master of Computer Science**
* Category ‘B’ Instructor in PAF
* Green Endorsement Strip at Pre Trade Training School PAF Base Kohat
* 5th Position in All Pakistan Essay Writing Competition
* Special Price in Essay Writing Competition
 | IRFAN AHMADPost applied for: EXPERIENCE* **Principal/Administrator**

 **KP-STVET (KP-TEVTA) Govt of Khyber Pakhtunkhwa**  (29 Jul 2016 – Till Date)* **Principal The Muslim School & College Tarnab Campus, Peshawar**

 (15 Aug 2014 - 23 Nov 2015)* **Administrative Officer Elementary Education Foundation (EEF)(Bacha Khan Model School Pabbi, Nowshera)**

 (29 May 2012 - 14 Aug 2013)Junior Commissioned Officer in Pakistan Air Force (PAF) **(Information Technology & Training Departments)**  (01 Feb 1993 – 22 Feb 2011)  EDUCATION**Advance Specialist Diploma in Teaching, Training & Learning Assessment**Assessment College of South Africa( Comp Year 2019 )**Specialist Diploma in Teaching, Training & Learning Assessment**Assessment College of South Africa( Comp Year 2019 )**Master in English Literature**  ( Comp Year 2001 )University of Peshawar, KP, Pakistan **Marks 497/1100** **Master of Computer Science (Academic Medalist)** ( Comp Year 2009 )Abasyn University Peshawar Campus, KP, Pakistan **CGPA 3.83/4.0****Master of Education (M.Ed)** ( Comp Year 2016 )Northern University Nowshera, KP, Pakistan **CGPA 2.06/4.0****Bachelor of Education (B.Ed)** ( Comp Year 2015 )Northern University Nowshera, KP, Pakistan **CGPA 2.56/4.0****Bachelor of Science (B.Sc)** ( Comp Year 1997 )University of Peshawar, KP, Pakistan **Marks 349/550**PROFESSIONAL TRAININGS & CERITIFICATES* Basic & Advance Training of IT Pakistan Air Force 1993-94
* SNCOs Disciplinary Course Pakistan Air Force 1999
* MS-Office Suite Pakistan Air Force 2002
* IT Resource Management Course (Ops) Pakistan Air Force 2003
* Skill Improvement Program (Advance) Pakistan Air Force 2006
* Pedagogical, Cognitive & Lang Skill Pakistan Air Force 2006

(Teaching Techniques Course in Pakistan Air Force)* Junior Commissioned Off Course (Trade) Pakistan Air Force 2007
* Skill Enhancement Program Management Course

 Pakistan Air Force 2008* CCNA Course IT Switchers Peshawar 2010
* Trainer of Trainers (TOT) Dudely College London 2019
 |
|  | REFERENCESTo be furnished upon demand |