

Ahmed Bin Sana

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Father Name: Sanauallah

CNIC: 54401-9280632-9

Religion: Islam

Date of Birth: 06/03/1994



WORK EXPERIENCE

Logical Creations (Private) Limited

Software Engineer

February 2014 to August 2014

- ❖ Execute full software development life cycle (SDLC)
- ❖ Develop flowcharts, layouts and documentation to identify requirements and solutions
- ❖ Write well-designed, testable code
- ❖ Produce specifications and determine operational feasibility
- ❖ Integrate software components into a fully functional software system
- ❖ Develop software verification plans and quality assurance procedures
- ❖ Document and maintain software functionality
- ❖ Troubleshoot, debug and upgrade existing systems
- ❖ Deploy programs and evaluate user feedback
- ❖ Comply with project plans and industry standards
- ❖ Ensure software is updated with latest features

Logical Creations (Private) Limited

Chief Technology Officer

May 2022 to till date

- ❖ Develop technical aspects of the company's strategy to ensure alignment with its business goals
- ❖ Discover and implement new technologies that yield competitive advantage
- ❖ Help departments use technology profitably
- ❖ Supervise system infrastructure to ensure functionality and efficiency
- ❖ Build quality assurance and data protection processes
- ❖ Monitor KPIs and IT budgets to assess technological performance
- ❖ Use stakeholders' feedback to inform necessary improvements and adjustments to technology
- ❖ Communicate technology strategy to partners and investors

Educator School Airport Road Campus

Admin Officer

March 2022 to till date

- ❖ Understanding and reviewing the way the school and all its departments function.
- ❖ Taking into account each teacher's workload and extracurricular activities when developing class schedules.
- ❖ Conducting research on professional and ongoing learning workshops and sharing these opportunities with teachers and other staff.
- ❖ Attending meetings and scheduling appropriate staff team building sessions.
- ❖ Ensuring fair allocation of budget and resources.
- ❖ Managing school security, caretakers, and other ground staff.
- ❖ Assisting with the hiring, recruitment, training, and onboarding of new teachers.
- ❖ Establishing and maintaining good relationships with parents, students, and staff at other schools
- ❖ Preparing and submitting drafts of proposals, financial reports, and other documents.

ALHMAD ISLAMIC UNIVERSITY

HR Officer

July 2018 to December 2019

- ❖ Support all internal and external HR related inquiries or requests.
- ❖ Maintain digital and electronic records of employees.
- ❖ Assist with the recruitment process by identifying candidates, performing reference checks and issuing employment contracts.
- ❖ Maintain calendars of HR management team.

ALHMAD ISLAMIC UNIVERSITY

Assistant Director HR

January 2020 to March 2022

Job Responsibilities

- ❖ Oversee the completion of compensation and benefit documentation.
- ❖ Assist with performance management procedures.
- ❖ Schedule meetings, interviews, HR events and maintain agendas.
- ❖ Coordinate training sessions and seminars.
- ❖ Perform orientations and update records of new staff.
- ❖ Produce and submit reports on general HR activity.
- ❖ Process payroll and resolve any payroll errors.
- ❖ Complete termination paperwork and exit interviews.
- ❖ Keep up-to-date with the latest HR trends and best practice.
- ❖ Working on pay roll system.

EDUCATION

Degree	Institute	Grade/Position/GPA
❖ MS(CS)	ALHAMD Islamic University	2.5
❖ BS(CS)	ALHAMD Islamic University	2.8
❖ ICS	Balochistan Institute of Technology	D
❖ Matriculation	ST. Mary's Boys High School Quetta Cantt	Third

COURSES

Diploma	Institute	Grade
❖ DIT	MUSLIM HANDS INFORMATICS	B
❖ CCNA	MUSLIM HANDS INFORMATICS	A
❖ CCNP	MUSLIM HANDS INFORMATICS	A

PUBLICATION

- ❖ Syed Zaffar Iqbal, Muhammad Idrees, Ahmed bin sana "Comparative Analysis of Common Software Cost Estimation Modelling Techniques". Online Link: <http://www.sciencepublishinggroup.com/journal/paperinfo?journalid=389&doi=10.11648/j.mma.2017.0203.12>
- ❖ Ahmed Bin Sana, Anita Venaik, Fahad Waseem "Artificial Intelligence and Machine Vision". Online Link: <https://www.lcistem.com/index.php/jstem/article/view/185>
- ❖ Masood Ahmad Khan, Nighat Naz, Anita Venaik, Ahmed Bin Sana "Empirical Assessment of Software Quality Assurance Performs and Challenges in A Development". Online Link: <https://www.lcistem.com/index.php/jstem/article/view/188>

CERTIFICATION

- ❖ 77-418: MOS: Microsoft Office Word 2013
- ❖ Educational Research & Academic Writing conducted by the collaboration of USAD & ALHAMD Islamic University

Achievements

- ❖ 3rd Position in ExclTcup 2016

SKILLIS

Operating system	Programing Languages	Databases	Other
Windows 2010	Dot Net	MS Access	MS Office
Ubuntu 16.4 LTE	Php	MY SQL	

REFRENCE

Furnished upon request