

PROFESSIONAL OBJECTIVE:

I would like to work in a conductive workplace with a team that performs with all the zest to grow and prove myself as a leading professional player for the success of organization.

Father Name

Jalat Khan

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CONTACT

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ADDRESS:

Mera Masho Khel, Post Office Masho Khel Peshawar

MUHAMMAD ASLAM

EDUCATION

- 1. <u>BS Electrical Engineering (2010-2014)</u> University of Engineering & Technology Peshawar, with 3.00 CGPA
- 2. Intermediate Examination (2008-2009) Government College Peshawar (B.I.S.E, Peshawar) Pakistan. Higher Secondary School Certificate with 74.54%marks
- 3. <u>Matric Examination (2006-2007)</u> The Bara Model School and College Peshawar (B.I.S.E Peshawar), Secondary School Certificate with 84.00% marks.

Computer Skills:

- 1. MS Office.
- 2. Mat lab
- 3. C++
- 4. Assembly Language
- 5. Packet Tracer
- 6. AutoCAD

Languages:

Can speak and write professional and technical English with Urdu and Pushto as a native language.

WORK EXPERIENCE

- 1. <u>(Chip Training and Consulting Pvt Ltd)</u> <u>Union Council Officer (December 2019 till Date)</u> Main Responsibilities:
 - Schedule employees and determine hourly assignments.
 - Partner with management when hiring new employees.
 - Train new employees in routine responsibilities using various and instructional methods.
 - Review employee performance in the department.
- 2. <u>(UAE)</u>

<u>Technical Supervisor (May 2018-August 2019)</u> <u>Main Responsibilities:</u>

- Making Schedules, assigning work and training employees.
- Motivate employees to increase their productivity and work goals.
- To ensure the proper maintenance of equipment, and adherence to safety regulations.
- 3. (Chip Training and Consulting Pvt Ltd)

Unit Supervisor (April 2016-May 2018)

Main Responsibilities:

- Schedule employees and determine hourly assignments.
- Partner with management when hiring new employees.
- Train new employees in routine responsibilities using various and instructional methods.
- Review employee performance in the department.
- 4. (Young Leaders Form-YLF)

Project Manager (Oct 2014- March 2016)

Main Responsibilities:

- To establish a system and procedure for logging, responding to and following up of complaints.
- To develop training modules and train project staff.
- Contribute to developing informational material about the grievance handing system.
- 5. <u>PTCL</u>

Internee (July 2014 to Sep 2014) Worked as internee under Engineer Switching PTCL ZTE Peshawar.