

# Sabeen Haider

I seek for a job position where I can develop my skills and technicalities and my talent will be used for the advancement of the organization. I have efficient communication skills and will prove to be the best in the field assigned. I have the capability to work under constraint time schedules and timings. I am open to learning new techniques and methods of work.

✉ sabeenshahan@gmail.com

☎ 03336783733

📍 Street No 1, Khayaban e faiz, H13, Islamabad, pakistan

## WORK EXPERIENCE

### **Project Data Officer**

Indus Hospital and Health Network, Islamabad

06/2023 - 02/2024

### **Visiting Lecturer**

NCS college, Peshawar

2014 - 2015

### **Visiting Lecturer**

University of Sargodha

01/2013 - 07/2013

### **Virtual Data entry professional**

OMINER(Online Solution providing Company)

2010 - 2014

### **INTERN**

Pakistan Poverty Alleviation Fund

2010 - 2011

*Microfinance innovation and Outreach Program (MIOP)*

### **INTERN**

United Bank limited

06/2008 - 08/2008

## EDUCATION

### **MBA, Finance**

International Islamic University, Islamabad

2007 - 2009

### **BS Hons (Computer Sciences)**

Univeristy of Punjab

2001 - 2005

## SKILLS

Data Entry

Data Managemnet

Data Analysis

Training and Communications

MS Office

Decision making

Marketing Research

Networking

java

C++

database managemnet

Interpersonal Skills

Deadline management

Efficient Multi tasking

## PROJECTS

### **Conducted 1st National job fair in convention centre, Islamabad**

Organization

### **Financial analysis and forecasting of Pakistan tobacco Industry**

Organization

### **Financial analysis and portfolio management of private power supply companies of Pakistan**

Organization