

SHAKILA

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PROFESSIONAL PROFILE

Dedicated and innovative with related education, practicum, and experience to contribute to long-range operational or educational objectives in Statistical field.

- Proficient in providing valuable insights via data analytics and advanced data-driven methods. Track record of creating new data collection systems that optimize data management, delivery, and quality.
- Excellent understanding of business operations and analytics tools for effective data analysis.
- A collaborative player with a strong team spirit, function well with a diverse range of environments by utilizing excellent people management skills to motivate teams and solve problems quickly.
- Excellent time management skills with recognized aptitude to accurately and quickly prioritize, coordinate tasks; resilient with a high level of personal integrity.

AREAS OF EXPERTISE

Data Collection and Analysis | Qualitative Data Research | Quantitative Analysis | Relationship Building | Record Management | Communication Skills | Administrative Support | Record Keeping Skills | Problem Resolution | Organizational Skills | Time Management | SPSS | Maple | Latex | MS Office

ACADEMIC BRIEF

- **M.Phil. (Statistics)**, Quaid-e-Azam University, Islamabad, 2020
- **M.Sc. (Statistics)**, University of Punjab, Lahore, 2017
- **B.Sc. (Stats, Math's and Economics)**, University of Punjab, Lahore, 2014
- **F.SC (Stats, Math's, Economics)**, Aga Khan University Examination Board, Karachi, 2011
- **Matriculation (Science)**, Karakoram International University, Gilgit, 2009

PROFESSIONAL EXPERIENCE

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|---|---------------------------------|
| KARAKORAM INTERNATIONAL UNIVERSITY MAIN CAMPUS GILGIT | Apr 2022 – April 2023(contract) |
| <ul style="list-style-type: none">• lecturer | |
| KARAKORAM INTERNATIONAL UNIVERSITY GHIZER CAMPUS, GILGIT | Nov 2021 – Mar 2022 |
| <ul style="list-style-type: none">• lecturer | |
| SONI JAWARI CENTER FOR PUBLIC POLICY, CM SECRETARIAT, GILGIT | Nov 2021 – Jan 2021 |
| Research and Survey Intern | |
| <ul style="list-style-type: none">• Policy making research, data collection, surveys and statistical analysis. | |
| AGA KHAN UNIVERSITY | Aug 2018 – Feb 2019 |
| Data Collector in National Nutrition Survey | |
| <ul style="list-style-type: none">• Performed researched, data collection, surveys and statistical analysis using professionally accepted techniques and methodologies• Overseeing dashboard and creating reports on forecasts, while collaborating with team members.• Ensured accurate diagnosis and swift resolution of all client issues regarding systems. | |
| PUNJAB ECONOMIC RESEARCH INSTITUTE, GOVERNMENT OF THE PUNJAB | Dec 2016 – Jan 2017 |
| Research Observer | |

- Directed qualitative analysis of data conducted by interviews, workshops or other methods.
- Used a variety of qualitative and quantitative research methods.
- Kept up-to-date with research and policy developments.

KEY PROJECTS

- **Data Collector & Analyst** | University of Punjab a Project on Cancer Awareness, Jun 2016 – Jul 2016
- **Data Collector & Analyst** | University of Punjab a Project on Dengue Awareness, Jun 2016 – Aug 2016

TRAINING

- **Six Days Workshop on Statistical Packages for Social Sciences from University of Punjab.**

PERSONAL DETAILS

Date of Birth: 01st Dec, 1993 | **Languages Known:** English, Urdu and Burushahski
Address: Village Rahim Abad , Tehsil Danyor, Gilgit