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INTRODUCTION

I have a decade of experience as an academician, with proven expertise in research, teaching, and administration. I can maintain composure and perform efficiently under pressure. I adapt well to various environments and make quick decisions when needed. I am also willing to take on challenging targets. I am confident, enthusiastic, innovative, and a team player. any challenging targets. Confident, enthusiastic, innovative, and team-oriented.

OBJECTIVE

I aim to combine my enthusiasm, passion, and talent for learning, teaching, and research with my ability to effectively communicate with students to enhance their professional skills and foster positive learning attitudes.

PROFESSIONAL QUALIFICATIONS

- "Higher Education Leadership Exchange Program" at the University of Wisconsin-Madison, Madison, United States in conjunction with the American Institute of Pakistan Studies (AIPS), and the US Embassy in Islamabad from July 22, 2024- August 2, 2024.
- "Building your Leadership Skills" by **HEC Paris** on COURSERA. Certificate earned on September 5, 2017 **Percentage Achieved: 77.9%**
- "Giving Sense to your Leadership Experience" by HEC Paris on COURSERA. Certificate earned on October 13, 2017
 Percentage Achieved: 87.9%
- "Leading Organizations" by **HEC Paris** on COURSERA. Certificate earned on December 19, 2017. **Percentage Achieved: 89.0%**
- "Capstone Project: Leadership Challenge" by **HEC Paris** on COURSERA. Certificate earned on June 06, 2018. **Percentage Achieved: 87.4%**
- Leading with Sense

Experience

Additional Director ORIC October 15, 2025-Present

Assistant Professor

Department of Management Sciences,
Women University, Swabi, KP, Pakistan
July 01, 2022 - Present

• Head of the Department of Management Sciences

Women University, Swabi, KP, Pakistan September 09, 2023 – Present

• Director, Advance Studies and Research Board (ASRB)

Women University, Swabi, KP, Pakistan

April 19, 2023 – November 27, 2024

• Director, Academics

Women University, Swabi, KP, Pakistan

March 03, 2023 – November 27, 2024

• Campus Director

Preston University, Kohat, KP, Pakistan April 2021 – June 30, 2022

- Increased university admission registrations by over 50% with improved promotional approaches and outreach strategies.
- Directed all aspects of daily campus operations, including academic administration, faculty support, and admissions efforts.
- Devised strategies to reduce expenses, modernize operations and revamp procedures to improve institution operations.
- Optimized student educational strategies with clear advice on course choices,

- progression, and career options.
- Kept the institution financially sound by tracking expenses and maintaining detailed records.
- Managed admissions efforts, including driving marketing initiatives for new enrollment.
- Oversaw student retention efforts and maintained university goals and objectives.
- Worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.
- Identified issues, analyzed information, and provided solutions to problems.
- Participate in continuous improvement by generating suggestions, and engaging in problem-solving activities to support teamwork.
- Signed several MoUs for the industrial linkage
- Assistant Professor

Preston University, Kohat, KP, Pakistan

July 2021 – June 30, 2022

- Oversee graduate student projects and advised on focus, methodology, and report generation to meet preset standards.
- Grade assignments according to strict institutional policies and upheld guidelines for academic integrity while disciplining plagiarism and cheating accordingly.
- Maintain interdisciplinary study as a guiding principle, establishing partnerships with faculty in other departments to draw parallels with other subjects.
- Hold weekly office hours to work with struggling students one-on-one and increase GPAs.
- Mentorundergraduate and graduate students in effective next steps for education and career preparedness.
- Utilize instructional technologies in course delivery for both in-class and online instruction to engage and educate students.
- Design and distribute lecture handouts to increase students' understanding.

• Lecturer

Preston University, Kohat, KP, Pakistan

October 2015 - March 2021

- Taught different Business administration courses to BBA, BSCS, and MBA
- Supervised internships and BBA and MBA/ MPhil Final thesis.
- Evaluated and revised less on plans and course content to achieve student-centered learning.
- Used a variety of learning modalities and support materials to facilitate the learning process and accentuate presentations.

• Acting Controller Examination

Preston University, Kohat, KP, Pakistan July 2019 – June 2022

- All matters concerned with the conduct of examination.
- Preparation and display of final result notification (s) and sending the grade reports to students.
- Arrangement for the timely issuance/provision of the examination material, instructing the supervisory staff, and holding their meetings as and when required.
- Postponement or cancellation of examination, in part or in whole, in the event of malpractices or if the circumstances so warrant after approval of Chancellor.
- Appointments of unfair means committee with the prior approval of the Chancellor concerning examination matters for carrying out investigation and convene meetings and issue notices thereof.
- Maintaining the record of the overall examination of the students.
- Ensuring and maintaining strict secrecy of all information regarding the examinations.

Head of the Department Preston University, Kohat, KP, Pakistan June 2019 – June 2022

• Visiting Faculty
FATA University, FR, KP, Pakistan

Spring 2020-to date

- Teaching various undergraduate courses
- Visiting Faculty

Kohat University of Science and Technology, Kohat, Pakistan Spring 2015

- Teaching various undergraduate courses
- Internee at IMS

Kohat University of Science and Technology, Kohat, Pakistan Nov 2013- September 2014

NIP Internee
 FG College For Women Kohat Cantt, KP, Pakistan
 June 01 2009-31st May 2010

During my one-year paid Internship, I was responsible for,

- Internal Audit
- Computer-based office work
- College Admissions
- Internee

Bank Alfalah Limited, Kohat Branch, KP, Pakistan

June 20, 2006- August 05, 2006

During my 2 month Internship period at Bank Alfalah, I attended the following department(s),

- Credits-Consumer Credits
- Operations

Business Development

EDUCATION

Kohat University of Science and Technology, Kohat, KP, Pakistan.

Ph.D. 3.78 (Dissertation: Workplace Spirituality)

2021

CECOS University, Peshawar, KP, Pakistan

MS in Human Resource Management CGPA: 4.0

2013

Dissertation: Impact of organizational justice on organizational citizenship behavior: A Case of PTCL Pakistan)

Preston University, Kohat, KP, Pakistan.

PROFESSIONAL QUALIFICATION

RESEARCH INTERESTS

Workplace Spirituality, Workplace Incivility, Organizational Silence, Organizational Justice, Organizational Citizenship Behavior, Withdrawal Behaviors, Psychological Contract, Emotions at the Workplace, Presenteeism

ACHIEVEMENTS

• PAGE (Pakistan Alliance for Girls Education) **Role Model** for Girls Mentoring Program.

Research:

• "Best Paper Presentation Award"

Awarded in the Second National Conference, "Towards Sustainable Development: Applied Management Research for Solving Indigenous Problems," organized by the University of Malakand, Pakistan, held on 25th-26th April 2019.

Academic:

Secured 1st position in the 1st Semester of MS (HRM) and received a scholarship from the University.

Secured 1st position in all the semesters of BBA(Hons)

Extra-Curricular:

2006: 1st Position, English Debate in 1st Round of "All Pakistan Student Convention 2007", Organized by Higher Education Commission, Pakistan

2007: 1st Position, English Debate in 2nd Round of "All Pakistan Student Convention 2007", Organized by Higher Education Commission, Pakistan

2007: 1st Position, English Debate in 3rd Round of "All Pakistan Student Convention 2007", Organized by Higher Education Commission, Pakistan

2005: 1st Position, English Debate in "Inter Campus Debate Competition," Organized by Preston University, Pakistan

2005: 2nd Position, English Debate "All Pakistan Inter-Campus English Debate"

PUBLICATIONS AND CONFERENCE PROCEEDINGS

- Research article on "Fostering Sustainable Tourism in Pakistan: Exploring the Influence of Environmental Leadership on Employees' Green Behavior" published in Journal of Business Strategy and Development, January 11, 2024, Impact factor 4.8
- 2. Research article on "Cultivating Sustainability: The Role of Generative Leadership, Green Passion, and Green Work Behavior in Pakistan's Tourism Industry" *published* in Sustainability, Volume 15, 2023, Impact factor **3.9**
- 3. Research article on "Nurturing Envirnomental Champions: Exploring the Influence of Envirnomental-Specific Leadership on Envirnomental Performance in the Hospitality Industry" Environmental Science Pollution Research, Springer Nature, September 12, 2023, page 1-12. Impact factor **5.8**
- 4. Research article on "Generative Leadership and Green Creativity in Tourism and Hospitality; the Roles of Psychological Green Climate and Green Commitment" published in Sage Open. Volume 13, Issue 03, 2023. Impact factor 2.27
- 5. Research article on "Study on service quality and student satisfaction: the competitive dimension of the physical infrastructure of Pakistani universities" published in the highest category X Journal: Ilkogretim Online, Vol 20, issue 01, 2021.
- 6. Research article on "Exploring the Enactment of Spirituality at Workplace." published in the highest category X Journal; Abasyn Journal of Social Sciences, Vol 12, Issue 1, 2019.
- 7. Research Article on "Creation and Enrichment of Workplace Spirituality in the Workplace from a Religious Perspective: A Case of Akhuwat Foundation". **published in** Journal of Managerial Sciences, Vol 12, No 4, December 04, 2018
- 8. Research Article on "Impact of Organizational Justice on Organizational Citizenship Behavior: A Case Study of PTCL Pakistan," published in City University Research Journal, Vol-7, No 01, January 2017, pp 133-150
- 9. Research Article on "Absence of Procedural Justice Leads to Retaliation Behavior", published in International Journal of Business Research, Vol-4, 2011, a Journal of International Academy of Business and Economics, US.

Conference Proceedings:

1. Presented paper on "Workplace Incivility and Silence in Women Universities of Pakistan" in the "First International Conference on Emerging Trends in

Linguistics, Literature, and Social Sciences" (ICETLL&SS 2024)" organized by the Women University of Azad Jammu and Kashmir, Bagh held from 22nd-24th August 2024.

- 2. Presented paper on "Story Telling as a Ritualized Practice in Creating and Fostering Spirituality in the Workplace". In the second National Conference, "Towards Sustainable Development: Applied Management Research for Solving Indigenous Problems" organized by the University of Malakand, Pakistan, held on 25th-26th April 2019.
- 3. Presented paper on "Workplace Spirituality: A review and agenda". In the 4th International Conference on "Emerging Problems of the Developing Countries: Indigenous Responses and Way Forward" organized by Shaheed Benazir Women University, Peshawar, Pakistan, held on 15th-17th March 2016.
- 4. Presented paper on "Does Workload, Burnout the Teachers? Is This Relationship Moderated by The Presence of Fairness? In the 4th International Conference on Emerging Trends in Management, organized by Muhammad Ali Jinnah University, Islamabad, Pakistan, held on November 05, 2015.
- 5. Presented paper on "Relationship between Organizational Justice and Organizational Citizenship Behavior" in "Bridging gaps through multi-disciplinary research and innovation" 1st International Conference on Emerging Trends in Engineering, Management, and Sciences, organized by City University of Science and Technology and Capital Development Authority, Islamabad, Pakistan held on 29-30 Dec 2014.

WORKSHOPS AND SEMINARS

- Organizer, HR CON 2025, held in IM Sciences Peshawar on October 23, 2025.
- Participated in two-day conference on "Emerging Trends in Sciences and Social Sciences" held from October 7- October 08, 2024, in Women University, Swabi.
- Participated in two days session on "Inculcating American Studies in Curriculum of Pakistani Universities: Challenges and Opportunities" from March 7 to 8, 2024 organized by QEC and ORIC, Women University Swabi in Collaboration with American Institute of Pakistan Studies, Islamabad.
- Participated in "Orientation Session-Undergraduate Education Policy V 1.1", organized by Curriculum Division, Higher Education Commission, Islamabad on February 27, 2024.
- Participated in the "Bridging the Gender Gap: Creating Women Leaders through Mentorship/Coaching Program in Pakistan" August-December 2023 organized by

Fatima Jinnah Women University in collaboration with the British Council and University of Warwick, UK.

- Conference Chair in "the 1st International Conference on Emerging Trends in Sustainable Business Management (ICETSBM-23) from November 7-9, 2023 at Agriculture University, Peshawar.
- **Participated** in Global Science Technology and Management Conference (GSMTC-23) Bahawalpur, Cholistan from February 9-11, 2023.
- **Organized** a three days seminar titled "Young people and mental in changing world: It is okay not to be okay" from January 05, 2022- January 07, 2022, in collaboration with the Directorate of Youth Affairs, KP.
- Collaborated with First Hand Foundation and Directorate of Student Affairs for "National Youth Summit on 5th Generation Warfare" on July 10, 2021, held at Preston University, Kohat, KP.
- Chief Organizer of "Clean and Green Pakistan Movement" activities organized at Preston University Kohat.
- Participated as an *Organizer* in two days workshop on "*Quantitative Data Analysis Using SPSS & AMOS*" organized by the Institute of Management Sciences, Kohat University of Science and Technology in collaboration with HEC, held on 02-03 April 2014 at Kohat University of Science and Technology, Kohat.
- Participated in the "One-Day National Workshop on Academic Writing Skills", held at HEC Regional Centre, Peshawar on May 19, 2014.
- Participated in the "One-Day Workshop on Human Rights", held at the Institute of Management Sciences, KUST, organized by SHARP in collaboration with UNHCR, held on December 11, 2014.
- Participated in and Organized three days workshop on "Qualitative Research Methods and Methodology- Planning and Organizing Research in Social Science" organized by the Institute of Business Studies, Kohat University of Science and Technology in collaboration with HEC, IM Sciences Hayatabad, and University of Peshawar held on 26th-28th October 2017, at HEC campus, Khanaspur, Ayubia.

Invited talks:

- Invited to speak in the program "Speenay Khbray" on Concept TV, on the topic of "The Difference between degree holder and qualified" on August 14, 2021.
- Chief Guest and Guest Speaker at "National Youth Summit on 5th Generation Warfare" on July 17, 2021, held at the University of Lakki Marwat.

- Resource person "One Day Seminar on Resume Writing and Job Hunting", organized by Kamyab Nojawan Program held on October 07, 2021, in FATA University, Dara Adam Khel, KP, Pakistan
- Resource person "National Health and Wellness Seminar", organized by LSO Shahabkhel, Lakki Marwat held on November 15, 2021
- Resource person "One Day Seminar on How to Become an Effective Salesperson, Sales Manager, and Social Media Marketing", organized by Kamyab Nojawan Program held on March 25, 2022, in FATA University, Dara Adam Khel, KP, Pakistan
- Guest Speaker وجود زن سے هے تصویر کائنات میں رنگ, **Declamation Contest**," organized by **Environmental Resource Management** held in SSAQ Museum Hall, University of Peshawar, on April 01, 22

Professional Affiliations

- External Expert MS/M.Phil/Ph.D. thesis evaluation/examination, technical review panels, and scrutiny committees:
- 1. Hazara University, Mansehra
- 2. Fata University, Peshawar
- 3. Bahria University, Islamabad

Member Board of Studies:

- 1. Department of Psychology, Women University, Swabi
- 2. Department of Political Sciences, Women University, Swabi (March 11, 2024 to March 10, 2027)
- 3. Department of Law, and Sharia, Women University, Swabi (March 12, 2024 to March 11, 2027)

References can be produced upon request.