

CURRICULUM VITAE

Memoona Naz

Objective:

To achieve an excellence in my career and provide services with utmost commitment and dedication in a professional organization, which will offer me a challenging and motivated environment.

Specialties:

Communicative, Initiative, Hardworking, Determined & Excellence Presentations.

Areas of Interest:

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- Lectureship - Employee Training - Leadership- Employee Performance Appraisal

Skills:

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- Strong Interpersonal, Excellence communication and negotiation skills
 - Self-motivated, disciplined and proactive individual
 - Flexible to adjust in challenging environment

Academic Qualification:

Year	Degree
	Master's of Philosophy, M.Phil. in (Management Sciences)
	Master's in Business Administration, MBA (Hons) (HRM)

Computer Proficiency:

<ul style="list-style-type: none">• Full command on business application tools of Microsoft Word, excel and power point - Internet
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Professional Trainings, Experience & Achievements:

<ul style="list-style-type: none">• Currently working as Lecturer at Afro-Asian Institute, Lahore.

Language Skills:

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| • English (Fluent) | Punjabi (Fluent) | Misri (Fluent) |
| • Arabic (Fluent) | Urdu (Fluent) | |
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