



ALIKHAN AHMED

O LEVEL ECONOMICS AND BUSINESS STUDIES TEACHER



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ABOUT ME

A professional having an immaculate academic profile, having solid working experience in a reputed educational institute. Apt at performing in high pressure working environment with proven multi-task taking, quick learning and team play skills

SKILLS

SPSS

POM-QM SOFTWARE FOR WINDOWS

MS OFFICE

COMMUNICATION

PRESENTATION SKILLS

LANGUAGES

ENGLISH

URDU

INTERNSHIP

INTERNSHIP SUMMIT BANK

Karachi / FEB 2016 - PRESENT

Hands on assistance in Data Handling, Recording, Data Entry, Filing, Customer Management and Services

WORK EXPERIENCE

MAMA BABY CARE CAMBRIDGE SCHOOL

Karachi
Aug 2022 - Present

Olevel economics and business studies teacher

Tasked with lesson planning, classroom management, checking, examination, curriculum design

MAMA BABY CARE CAMBRIDGE SCHOOL

Karachi
Oct 2020 - Present

Middle School Math Teacher (6-8)

Tasked with lesson planning, classroom management, checking, examination, curriculum design

MAMA BABY CARE CAMBRIDGE SCHOOL

Karachi
Sep 2019 - Apr 2020

Primary School Math&Science Teacher (Class 5)

Tasked with lesson planning, classroom management, checking, examination, curriculum design

MR-RAK

Karachi
Aug 2019 - Jul 2021

Restaurant Cashier and Supervisor

Tasked with cash handling and restaurant operations

H.F AND SONS VEGETABLE WHOLESALEERS, NEW SABZI MANDI SUPER HIGHWAY

Karachi
Jan 2018 - Dec 2018

Supervisor

Tasked with supervising day to day activities

SBA DRINKING MINERAL WATER DISTRIBUTION COMPANY

Karachi
Jan 2018 - Dec 2018

Supervisor

Did supervisory role looked after supply chain functions

SUMMIT BANK

Karachi
Feb 2016 - Apr 2016

Internship

Hands on assistance in Data Handling, Recording, Data Entry, Filing, Customer Management and Services

EDUCATION

IQRA UNIVERSITY, KARACHI

Karachi
2021

M.PHIL in Business Administration

CGPA 2.9

PERSONAL DETAILS

Nationality
Pakistani

Visa status
Visit Visa

**IQRA UNIVERSITY,
KARACHI**

Karachi
2021

● **Masters in Business Administration**

CGPA 2.9

**IQRA UNIVERSITY,
KARACHI**

Karachi
2016

● **Bachelors in Business Administration**

CGPA: 2.9

**BEACON HOUSE
SCHOOL SYSTEM,
KARACHI**

Karachi
2012

● **A-Level**

Grade: 1B, 2Cs

**BEACON HOUSE
SCHOOL SYSTEM,
KARACHI**

Karachi
2010

● **O-Level**

Grade: 4A's, 3B's, 1C

HOBBIES

HIKING, SWIMMING, MOUNTAINEERING, CYCLING, ONLINE GAMES, TABLE TENNIS

EXTRA-CURRICULAR ACTIVITIES

**SHIA IMAMI ISMAILI
DARKHANA LIBRARY
AND READING
ROOM 2013**

Dec 2013

● **MS OFFICE CERTIFIED**

**INTERNATIONAL
ASSOCIATION
KANGOUROU SANS
FRONTIERES**

Karachi
Dec 2011

● **CERTIFICATION OF PARTICIPATION IN INTERNATIONAL
KANGROO MATHEMATICS CONTESTS**

**FAMILY
EDUCATIONAL
SERVICES
FOUNDATION**

Karachi
Mar 2011

● **CERTIFICATION OF PARTICIPATION**

**HUMANITARIAN
ASSISTANCE
VOLUNTEER
PROGRAM FOCUS**

Karachi
Dec 2012

● **volunteer and donor**

**FOUNDATION FOR A
DRUG FREE WORLD**

● **participant**

USA

Karachi
Dec 2009

**FAMILY
EDUCATIONAL
SERVICES
FOUNDATION**

Karachi
May 2011

**FAMILY
EDUCATIONAL
SERVICES
FOUNDATION**

Karachi
May 2011

**AGA KHAN SOCIAL
WELFARE BOARD**

Karachi
Dec 2019

**SHIA IMAMI ISMAILI
WATER AND SHOES
SERVICES COUNCIL
FOR GARDEN IN
SERVICES**

Karachi
Dec 2010

● volunteer

● participation certificate

● • CERTIFICATION OF APPRECIATION

● • CERTIFICATION OF APPRECIATION