**Zainab Sheikh**

**Address:** Near Defense Phase 5, Lahore

**Mobile#**+92-----------------

**E-mail:** xyz@gmail.com

**Career Objectives:**

I am an IT(Software Engineering) and Project Management Graduate with lots of enthusiasm & little experience who wishes to join a reputed Educational Institute organization, where I could contribute to the success of the company, as well as learn new technologies and skills. I am a diligent young person who is ready to face the work challenges and meet target deadlines.

**Education & Accreditation:**

**MSPM 2014 – Current (Thesis)**

Institute: Comsats University, Lahore Campus (3.6 CGPA)

Majors: Masters in Project Management

Subjects: Advance Project Management, Statistics Techniques, Research Techniques

**B.S.E 2005 – 2010**

Institute: Bahria University, Karachi Campus (3.15 CGPA)

Majors: Bachelors of Software Engineering

Subjects: Software Engineering, Databases, Software Quality Assurance

**H.S.C in Computer Sciences 2004 - 2005**

Institute: DHA Degree College for Women (DCW), Karachi (B-Grade)

Majors: Computer Sciences

Subjects: Physics, Mathematics, Computer Sciences

**S.S.C in Science 2002 - 2003**

Institute: DHA High School Phase 7, Karachi (A1-Grade)

Majors: Science

Subjects: Physics, Mathematics, Chemistry, Computers

**Technical Skills:**

**Languages & Tools:** C**,** C++, HTML, Intel Assembly language, C#, Oracle 10g.

**Applications:** MS Office, MS Front Page, MS Excel, MS Visio, MS Project.

**Awareness/Familiarity:** VNC Viewer and PC Anywhere for remote system administration.

**Tools:**MS Developer, Dreamweaver, Flash, Adobe Photoshop, Morae , Fireworks and SPSS.

**Operating Systems:** Worked in Windows XP, WindowsServer 2003, Windows Vista.

**Academic Projects:**

1. Final year project Health & Medical System
2. Quiz Game Using C#
3. Basic simulation of Library Management System Using C#
4. Developed a BHS Registration System using Oracle& Developer.
5. Chatter Box Client Server
6. Digital Clock in C++
7. Research Projects

**Field of Interest:**

1. Software Quality Assurance
2. Technical Writing
3. Project management
4. Total Quality management
5. Research Techniques
6. Risk management
7. Database Management
8. Software Engineering
9. Multimedia System

**Non-Curricular Activities/Achievements**

1. Participated in University’s Poster Sessions as the Head of Foods Department.
2. Participated in Painting competitions held in University.
3. Participated in Career Fair and Project Exhibition.
4. Participated in different Workshops Conducted in University.

**Interpersonal Skills:**

1. Business Communication.
2. Command over English language.
3. Prominent personal traits are honesty, justice and patience.
4. To doing a work as an individual’s and as a Team Member and to encourage, appreciate and manage the other team member as a team leader.

**References:**

Available upon request