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| **Email** | humaira.297036@2freemail.com  |

**HUMAIRA**

# C:\Users\Sumaira Kayani\Documents\mmexport1515925540689.jpg OBJECTIVES

To work in a highly motivated, dynamic, competent and excelling environment on a challenging position that requires dedication and hard work this in turn offers a room for continuous knowledge and skill development.

#  RESEARCH INTERESTS

Operations Management, Strategic Management, Banking and International Finance, Foreign Direct Investment, International Business management, Risk Management, Business growth and innovation, Financial Management, Business Administration, Corporate finance and mergers and acquisition.

#  TITLE OF RESEARCH THESIS IN MASTER OF SCIENCE (MS)

“A Comparative Analysis of Stock Returns on Large and Small Tickets: An Empirical Analysis from Karachi Stock Exchange”

#  CERTIFICATE OF PARTICIPATION

1. Arranged **"First Women Entrepreneurship Day"** in International Islamic University on April 22, 2008.

#  PAPER PRESENTED IN CONFERENCE

1. Kayani, H. & Butt, S. 2017. A comparative analysis of stock Returns on Large and Small Tickets: An Evidence from Karachi Stock Exchange. International Conference on Science, Technology, Engineering and Management (ICSTEM 2017).

#  PROJECTS CONDUCTED

1. Human Resource Management on PSO (prison service order) which is providing basic guidance on workstation assessments and risk reduction.
2. Macroeconomics about Methods used by European Countries to measure economic growth and development.
3. Marketing Management on Pakistan Telecommunication Company Limited (PTCL) which is providing all communication services to consumers and business all over the country.
4. Security Analysis and Portfolio Management based on Portfolio Investment.
5. Total Quality Management Philosophy is applied in service industry.
6. Strategic Finance on Ratio Analysis of Cement Sector of Pakistan
7. Advanced Research Methods on Relationship Between Cash conversion Cycle and Profitability: Moderator Role of Firm Size
8. Issues in Financial Reporting on The Conceptual Framework in Accounting
9. Advanced Strategic Management on Strategic Analysis and Marketing Plan of Hill view Hotel Islamabad
10. Creating Effective Organization on Impact of Illiquidity and Holding Periods on Disposition

Effect: A case study of Karachi Stock Exchange.

#  ACADEMIC QUALIFICATION

|  |  |  |  |
| --- | --- | --- | --- |
| **Degrees/certificates** | **Major courses** | **Percentage** | **Institution** |
| Master of Science (MS)(2015) | Finance | 75.75% | Muhammad Ali JinnahUniversity, Islamabad |
| Master of Business Administration (MBA)(2010) | Finance | 72.24% | International Islamic University, Islamabad |
| Bachelor of Commerce (B.Com)(2007) | Business Law,Business Taxation, Advanced Accounts | 59.20% | Leadership College ofCommerce, Rawalpindi |
| FSc (ICS)(2005) | Physics, Maths,Computer | 51.37% | BISE Rawalpindi |
| Matric (Science) (2003) | Physics, Chemistry, Biology | 64.70% | BISE Rawalpindi |

 **SEMINARS**

## At International Islamic University:

* + Attended **"INFOTAINMENT FARM"** Seminar on Marketing & IT, held in International Islamic University on April 30, 2008.
	+ Arranged Seminar of **Management** on Planning, Decision Making and Strategic Management of an Organization.

## At Muhammad Ali Jinnah University Research LAB (Session 2013-2014):

* + Browsing Skills and Useful Tips for Research.
	+ Parts of Research Paper and Writing Styles APA Format.
	+ Theoretical Frameworks and their Measurements.
	+ Introduction to Software SPPS, EFA.
	+ Introduction to AMOS.
	+ Introduction to Writing Review of Literature.
	+ Interpretation of Tests.

#  EXPERIENCE

|  |  |  |  |
| --- | --- | --- | --- |
| **Duration** | **Designation** | **Employer** | **Contact** |
| 16th April 2012 to 26th Aug 2016 | Administrative Officer | Pak Agro Packaging (Pvt) Ltd. F-10 Markaz, Islamabad | 051-2213012-3 |
| 14th April 2011 to 13th April 2012 | Internee | Finance Division, Q Block, Ministry of Finance, Pak Secretariat, Islamabad | 051-9206818 |

 **COMPUTER SKILLS**

* Microsoft Word
* Microsoft Excel
* Microsoft Power Point
* Internet
* SPSS
* Eviews
* Stata
* Microfit

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