

# Mubeen Ayaz Bukhari

Project Manager/Web Engineer/Web Analyst/Web Consultant/Joomla Specialist  
**Macromedia Certified/Freelance**

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Afshan Colony, Rawalpindi  
Date of Birth: 22<sup>nd</sup> March 1977.  
Marital Status: Single.  
Nationality: Pakistani.  
Email: mubeen.ahmad@gmail.com

## Synopsis

Professional Career spanning 12 years in 2 Different continents. My focus has been on Project Management, Leadership, Change Management, Policy Making, Business Management and development, Web Consultancy, training and education, Management, web design, graphic design, learning new technologies, Web Engineering, Semantic Web, Web 2.0. Worked in different organizations during my professional career and now have been working as a complete Project Manager for the past 7 years.

## Objective

*Be inspirational, set an example and contribute to the best of my knowledge and ability. Following methodologies that produce results learn new technologies and become an asset for the organization. I am obsessed with the concept of change and have made change an integral part of my professional and business career. I am passionate in what I do and work is my passion and honesty is my motto.*

## Career Projection & Selected Accomplishments

**Frontier Works Organization Rawalpindi (Pakistan)**  
Nov 2010 to Present

**Genesis DAC (Project Manager) Islamabad (Pakistan)**  
December 2005 to 2008 (Project Based)

Joined Genesis DAC as Project Manager in December 2005. My responsibilities here at the company include day to day management of the Web Department, Contracts and Policy making, training and education staff members on different ways of executing effective web projects, teaching them new technologies such as Dreamweaver, Fireworks, Flash and PHP and MySQL for dynamic websites.

Executing current company projects on time, and making new project feasibilities, complete client handling and management and learning new technologies.

*I also gained considerable knowledge and experience in the following areas: Successfully managed multiple projects concurrently and completed all projects on time and within budget*

## Awards & Accolades

### Certificate on Creative Writing on Dialogue on Leadership

Received Certificate on Creative Writing on Dialogue on Leadership held on April 26<sup>th</sup>, 2008 at the Islamic International University, Faisal Mosque Campus, Islamabad from Federal Secretary Ministry of Youth Affairs Ashfaq Mahmood and IIUI President Dr Anwar Hussain Siddiqui who were guests of honour at the ceremony.

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## Workshops and Seminars

### Advanced Web Engineering (NIIT, NUST) By Mr. Bebo White from SLAC, Stanford University

Web Project Management, Web Engineering, Web Technologies, XML, Semantic Web, Web 2.0  
Jan 31<sup>st</sup> to Feb 3<sup>rd</sup> 2006

## Academic Qualifications

**Bachelor of Arts**  
August 2010  
University of the Punjab

### Project Management Professional Workshop (35 PDUS)

Feb 2, 2009 – Feb 6, 2009  
Completed PMP Workshop Held By Syscom at NIBAF, Islamabad, Pakistan

## Skills

### **Macromedia Certified**

I am a Macromedia Certified Professional. Developing, designing and maintaining static/dynamic websites using the Macromedia Web Suite. Implementing the latest web technologies and concentrating on effective web solutions.

### Image Editors

Adobe Fireworks, Corel Draw, Adobe illustrator

### Technologies

I have complete command in leading industry Content Management Systems such as Joomla, Mambo and Bitrix Soft. HTML, DHTML, Java Script Integration with HTML, XHTML, PHP, MySQL, Web Security, Premium Soft Navicat

### Website Development

Web Engineering, Semantic Web Development, Web 2.0, Content Management, E-commerce, Online Newsletters, Project Management, Web Education and Training, Web Template Designing, Online Surveys, Screen Savers, Website Development, Intranet Development, Online Marketing, Domain name registration and setup, Flash animation, Macromedia Robo, OS Commerce.

**Microsoft Windows OS**  
Windows7/XP/2000/98/95

**Microsoft Office**  
Microsoft Windows 97/2000/XP/2010

### Others

IBM Net Objects, Microsoft Front Page, DOS Commands and Utilities, Desktop Support, Proficient typing skills. Proficient with HTML, Business Proposals and plans, Contracts, Feasibility Plans. Show kit 2.0, WSFTP, Macromedia Contribute, Business Plan Pro 2005.

## **Web Training at Kazakhstan Embassy, Islamabad**

*Jan 15 2008 to Feb 15 2008*

Provided Web Training at Kazakhstan Embassy, Islamabad and am providing monthly support in terms of Training and as a Web Consultant.

Training Contents:

1. Web Basics
2. Sitemap and Documentation
3. Macromedia Dreamweaver
4. Macromedia Fireworks
5. Dynamic Website Methodologies
6. Content Management Systems
7. Joomla Content Management System
8. Domain Name Registrations and Management
9. Web Hosting Concepts and Setup

## **Aptech Education Center (Web Instructor) Islamabad (Pakistan)**

*May 2006 to September 2006*

Teaching has always been my passion, and I recently completed a 4 month Web Development and Design Course, which involved 2 batches and successfully taught 10 students in 2 batches. The course covered Macromedia Web Suite, PHP, MySQL, E-Commerce and Web 2.0 at Aptech Education Center.

## **Sabro Corporation (Project Manager) Islamabad, Pakistan January 2004 – May 2005 (Project Based)**

Joined Sabro Corporation in January 2004 as Project Manager of the Web Department of Sabro Corporation and successfully launched the company website [www.sabro.com.pk](http://www.sabro.com.pk) in 2004 that got an average 800 hits a day and am recently in the process of launching [www.sabroworld.com](http://www.sabroworld.com). Facilitated the training and management of staff for Dreamweaver, Fireworks and Flash.

## **Sabro Studios (Project Manager) Islamabad, Pakistan June 2004 – May 2005 (Project Based)**

Joined Sabro Studios while working at Sabro Corporation. A sister concern of Sabro. The goal was to develop and execute high quality websites for clients other than Sabro. Successfully completed and Launched 8 online websites. Providing Customer Support to respective clients and the goal was to run the company from the revenue generated from the web projects.

## **ALL TV Products (Sales Manager) Ocean County, New Jersey, USA October 2001 – December 2002**

ALL TV Products a reputable name in US household shopping. Worked as sales manager from October 2001 to December 2002 and incorporated the opening of 5 stores nationwide and made sales of \$100,000 in one month of Christmas 2001.

## **Copier Supplies & Company Jersey City, New Jersey, USA September 2000 – August 2001**

Providing help desk support, handling day-to-day customer calls and queries. Placing orders and Sales Calls to customers and potential clients. Designed and maintained company website.

## **Oracle 9i DBA Techno Education, Islamabad, Pakistan**

May 2008 – Sep 2008  
Introduction to Oracle 9i SQL  
Oracle 9i Database – Fundamental 1

## **Certificate of Excellence Aptech Education Center Aptech, Islamabad, Pakistan**

May 19th 2006 – Sep 4 2006  
April 11, 2007 to July 11, 2007  
Web Instructor

## **Web Engineering Workshop Certificate**

NUST, Rawalpindi, Pakistan  
Jan 31<sup>st</sup> 2006 – Feb 3<sup>rd</sup> 2006  
Workshop on Web Engineering

## **Macromedia Certification, USA**

Becon House Informatics  
Islamabad  
September 2003 – January 2004

## **UNIX and C++**

NIIT, Sharq, Kuwait City  
June 1999 – September 1999

## **Parson Cross College**

Certificate of Insurance  
Sheffield, UK  
October 1995 – April 1998

## **Higher Secondary School Certificate**

Rumathiya School and College  
Salmiya, Kuwait 1993 - 1995

## **Past Projects**

### **Sabro Air Conditioning**

Project Status: Unfinished  
<http://www.takhleek.com/projects/sabro/>

### **Sabro Studios**

Project Status: Unfinished  
<http://www.takhleek.com/projects/studios/>

### **Zar Estate**

Project Status: Finished  
Client Does Not Maintain Domain Any more.  
<http://www.takhleek.com/projects/zar/>

### **Hanif Rajput Old Site**

Project Status: Finished  
<http://www.takhleek.com/projects/rajput/>

## **Freelance Projects and Accomplishments**

### **Resume Solutions Canada**

Project Status: Finished  
<http://www.resumesolutions.ca/rs/>

### **Airbridge Travel**

Project Status: Finished  
<http://www.airbridgetravel.com/>

### **Papercuts Magazine**

Project Status: Finished  
<http://www.desiwriterslounge.com/papercuts/>

### **Jenifer Lauren Mohsen**

Islamabad  
Project Status: Finished  
<http://www.ilmartworld.com>

### **FWO Pakistan**

Rawalpindi, Pakistan  
Project Status: Finished  
<http://www.fwo.com.pk>

### **Vision Technologies**

Islamabad, Pakistan  
Project Status: Finished  
<http://www.vis-tec.com>

### **Eminence Systems**

Islamabad, Pakistan  
Project Status: Finished  
<http://www.eminencesystems.com>

### **Cedge Solutions**

Islamabad, Pakistan  
Project Status: Finished  
<http://www.cedgesolutions.com>

### **Next Digital**

Islamabad, Pakistan  
Project Status: Finished  
<http://www.next-digi.com>

### **Askari Guards**

Rawalpindi, Pakistan  
Project Status: Finished  
<http://www.askariguards.com>

### **Janet Wise**

Islamabad, Pakistan  
Project Status: Finished  
<http://www.janetwise-author.com>

### **Kazakhstan Embassy**

Project Status: Development Status  
<http://www.kazembpakistan.com/>

### **Extreme Engineering Solutions**

Islamabad, Pakistan  
Project Status: Finished  
<http://www.eespak.com>

### **Aetos Technologies**

Islamabad, Pakistan  
Project Status: Finished  
<http://www.aetostechologies.com/>

### **Ambrosia Pharmaceuticals**

Islamabad, Pakistan  
Project Status: Finished  
<http://www.ambrosiapharma.com/>

**Al Ahleia Insurance Company (Re-insurer)**  
Kuwait City, Sharq, Kuwait April 1998 – August 2000

After completing my 3-year Insurance Certification in the United Kingdom I joined the 2<sup>nd</sup> Largest Insurance Company of Kuwait as the team member of their highly reputable re-insurance department. I was responsible of handling Arab Business Treaty Accounts, Policy Making and Renewal of Contracts, Client Correspondence and Treaty Wordings.

**Professional Memberships**

**Project Management Institute, USA**  
Member Since Feb 2009, PMI Member id: 1466444

**Future Leaders of Pakistan, Islamabad, Pakistan**  
Member Since 2008 to Present

**Chartered Insurance Institute, London, UK 1995 – 1999**

**Stockport Cricket Club, Manchester, UK 1996 - 1997**

**References**

**Col Hamid**  
Director IT Frontier Works Organization

**Muhammad Imran**  
Director Eminence Systems

**Mr Kashif Hussain**  
General Manager Extreme Engineering Solutions, Islamabad

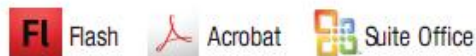
**Mr Ali**  
CEO Extreme Constructions, Islamabad

**Mr Dauren**  
Kazakhstan Embassy, Islamabad

**Atif Siddique**  
Vice President FLP, CEO Firm Tree, CEO Genesis

**Adnan Hanif**  
CEO Rajput Catering

**Technologies & Softwares**



**4<sup>th</sup> Interactive**  
Project Status: Finished  
<http://www.takhleek.com/projects/4th>

**Firmtree**  
Client Does Not Maintain Domain Any more.  
<http://www.takhleek.com/projects/firmtree/>

**GTC**  
Client Does Not Maintain Domain Any more.  
<http://www.takhleek.com/projects/gtc>

**Graphic Design Projects**

**Riphah International University**  
Newsletter Design  
Flash Presentation

**Eminence Systems**  
Logo Design  
Stationary Design  
Brochure Design  
2011 Calendar  
2011 Dairy Design

**Extreme Engineering Solutions**  
2011 Calendar Design  
2011 Dairy Design

**Vision Technologies**  
2011 Calendar Design  
2011 Dairy Design

**Kit Calling Cards**  
Calling Card Designs

**Nextwork resources Group**  
Project Status: Development  
Status:Finished  
<http://www.nextworkresources.co.uk>

**Margala View Housing Scheme**  
Project Status: Finished  
<http://www.margalaview.com>

**Rajput Catering**  
Islamabad  
Project Status: Finished  
<http://www.rajputcatering.com>

**Waqar Enterprises**  
Project Status: Finished  
<http://www.waqarenterprises.com>

**WASH Pakistan**  
Islamabad  
Project Status: Finished  
<http://www.washpakistan.org>

**PIEDAR**  
Islamabad  
Project Status: Finished  
<http://www.piedar.org>

**Sabro Air Conditioning**  
Islamabad  
Project Status: Finished  
<http://www.sabro.com.pk>

**Languages**

Urdu, Punjabi and English

**General**

Clean British and Kuwaiti Driving License