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ASRA NAFEES

Objective

To work at a position and with an organization that can provide me with opportunities to utilize my knowledge and skills to their fullest and challenges to enhance them further.

Educational History

2016-2018	Masters (Polymer Engineering) 3.85 CGPA
2007-2011	BE (Polymer & Petrochemical Engineering) NED University of Engineering and Technology, Karachi (1 st division)
2005-2007	HSC Sir Syed Govt. college for women, Karachi. A Grade(75%)
2004-2005	SSC The Mama Parsi Girls' High School, Saddar, Karachi A-one Grade(84%)

Internship

NATIONAL REFINERY LIMITED (4 weeks)
(Worked in operations department)

Projects

University Projects

- Mechanics project (Trusses design)
- **Production and Design Studies of Ethylene Unit Based on LPG (Final Year Project).**

Workshops

- Fittings and Carpentry Jobs
- Classroom management

- Lesson planning and assessment criteria
- Electronic technology Integrated Lesson plans.

Experience

- **Teaching experience at Beaconhouse School System**
(2 years 9 months)
- **Lab Engineer at NED University of Engineering and Technology (Contract Basis)**
(Polymer & Petrochemical Department)
(2 Years)
- **Lecturer at NED University of Engineering and Technology (Contract Basis)**
(Polymer & Petrochemical Department)
(1 Year & continued)

Roles and Responsibilities.

Beaconhouse School System

- Preparing lectures
- Conducting classes with students
- Helping head of the school in preparation of online result
- Invigilating and conducting exams

Ned University of Engineering and Technology Karachi (continued)

- Preparing Lectures
- Conducting Classes in undergraduate program
- Conducting labs
- Class Advisor

Teaching courses

- The Foundation Course(Beaconhouse School System)
- Electronic Technology Foundation Course(Beaconhouse School System)

Publications

1. Exploring the Properties of Recycled Tyre Rubber for Flexible Asphalt Pavement
Nadia Khan* , **Asra Nafees**, A. Hussain, G. Zaidi, M. Osama and S. Ghaffar
2. Reinforcement of Lime Ash Particles in LDPE
N. Khan* , Z. Ahmed, M.A. Wasif and **A. Nafees**

CONFERENCE PAPER:

1. Effect of Xanthum gum concentration on the rheological properties of Commercial Tomato Ketchup
Rafiq Ahmed, R.M Khan , **Asra Nafees**

Participated in 2nd International Conference on Advance Materials & Process Engineering

Courses completed Through CCEE (Ned University of Engineering and Technology)

- Advanced Polymer Processing (4 GPA)
- Petroleum Refinery Engineering (3.4 GPA)

Interests/ Activities

Conferences:

- Worked in the organizing committee in the International Conference of Advanced Material and Process Engineering (First & Second)
- Participated & presented a paper in 2nd International Conference of Advance Materials & Process Engineering.

Society:

- Worked as a member of Public relations team in Society of Polymer and Petrochemical Engineers.
- Working as Society Coordinator of Society of Polymer & Petrochemical Engineers

Seminars:

- Attended Seminar on Technicalities of Distillation column *(Organizer)*
- Attended Seminar on Environment Health & Safety *(Organizer)*
- Attended Seminar on Rubber Technology *(Organizer)*
- Attended Seminar on First thirty days in an Industry
- Attended Seminar on Utilities
- Attended Seminar on Process safety & Hazards *(Organizer)*

Trainings:

- Implementation of Objective 2k16 (Effective Teaching & Learning Practices) (NED)
- Roles & responsibilities of Class Advisor (NED)
- Roles & responsibilities of an Invigilator & Examiner (NED)
- Completed 3 days Training on MATLAB (NED)
- Completed training on Faculty Development Program by QEC (NED)

Rewards:

- Awarded certificate as the most supporting staff member at Beaconhouse School System.
- Awarded appreciation certificate at Beaconhouse School System.

Cleared Graduate Assessment Test – General from NTS

Test Score - 65

Percentile Score - 93

(Valid up to 28th Oct 2019)

Other skills

- Fluent in English
- Good computer handling(MS Office, Hyses, Matlab)
- Good Management Skill
- Good Communication Skills.

References

Will be furnished on request