



NOMAN  
NIZAMI

## OBJECTIVES

Seeking a job as an office assistant to utilize experience filing, handling phone and email questions, Work related to MS Office, assisting with event planning, managing office inventory, preparing reports, and playing a key role in an office management team with a sense of urgency and a pleasant demeanor.

## CONTACT

### PHONE:

+92 (0) 346 500 2495

📍 UAE: 547968955

### EMAIL:

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### Address

Jinnah Garden Phase 1 House# 21,  
Street# 103, Tauseef Block  
**EDUCATION**

**B.A - Quaid-e-Azzam University**  
(2013-2015)

**MSC(IR) -NUML University**  
(2015-2017)

## Experience at university

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**Organize a culture day** in National University of Modern Languages  
Chief Guest was **CHINESE AMBADOR**

**Worked** as a coordinator organizer on Alumni of postgraduate of higher studies in National University of Modern Languages special guest was **Major General Masood Hassan.**

## WORK EXPERIENCE

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**Work as a cashier at Madina super mart(Pak, Islamabad)1.5years**

**Work as an organizer** in two days international conference  
8<sup>th</sup>, 9<sup>th</sup> Dec **2015**

**Organize cultural night**  
**Dec 2015**

**Promote** Pakistani culture and make cohesion between different culture

**Works on strategic relation united states Pakistan and India**

Find that civil nuclear deal with **India** start arm race in the region and create strategic imbalance in **south Asia**

**Worked as a coordinator** in seminar **on human security in south Asia** held in national university of modern languages

**Find** the reason behind worst condition of human security of Pakistan are, bitter relation with India after the separation, nuclearization of south Asia and start arm race neglect human security now terrorism, need to work of humanitarian issue rapidly with long term manners.

**work coordinator organizer** debate on grievances of Baluchistan and their issues CHIEF GUEST **GENERAL ABDUL QADIR BALOCH**  
Minister for States and Frontier Regions

work as a real estate sales agent for one year in Pakistan

work as freelancer (musician)

## **SKILLS**

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**Hobbies: Music (Sitar, Rubab, Guitar.) Reading, Movies**

Excellent communication and interpersonal skills.  
English,hindi,Punjabi,urdu

Proficient with **Photoshop, MS Project**, Have good command on **MS Word, PowerPoint**