



## NABEEL AHMED

BS AVIATION MANAGEMENT

### CONTACT

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## PROFILE & OBJECTIVES

Aviation management and operations professional able to effectively demonstrate knowledge of aviation management, adapt to changing conditions, plan and carry out programs, and work in high pressure/fast-paced environments. Administrative computer skills include MS Office & Networking. Excellent public-facing point person for clients, customers, vendors and service providers. Tech savvy and efficiency focused.

### ACTIVITIES AND INTERESTS

Theater • Environmental conservation  
• Art • Internet • Swimming • Travel

### LANGUAGES

English, Urdu, Punjabi

### SKILLS

Strong-interpersonal & communication skills • Strong

## EXPERIENCE

### ➤ Accountant Clerk, Al Maghrabi electric motor rewarding workshop

Jan 2024 to be continue....

- Maintain files and records. Remain updated and easily accessible. Sort and distribute incoming mail and (envelopes, packages, etc.) Take orders.

### • Cargo Assistant, Export Operations Gerry's Danta, Allama Iqbal International Airport Lahore Pakistan

May 2023 To Aug 2023

- Cargo Handling and cargo flight operations and system manifests
- Acceptance Handling Export & Make Chargeable bills
- Good understanding of cargo documents (DO, AWBs and DRs) Exports Reports and manifests. Warehousing management.

### ➤ INTERNSHIP PAKISTAN CIVIL AVIATION AUTHORITY (PCAA)

SEPTEMBER 2021-NOV 2021

- Various on-job trainings at Lahore Allama Iqbal Int'l Airport Operations and Admin levels. Work with airport management on specific projects. Perform various day-to-day airport business and administrative/support and functions.

### ➤ CUSTOMER SERVICE, JAZZ TELECOM PAK

SEPTEMBER 2018-JULY 2020

- Addressed customer service enquiries quickly and accurately.

## EDUCATION

### BACHELOR OF SCIENCE IN AVIATION MANAGEMENT

THE LAHORE UNIVERSITY, LAHORE PAKISTAN (AUG 2022)

Managerial leadership • Principle of management • Organizational Behavior • Human Resource management • Management information system • Safety management system • Aviation Safety

### HIGHER SECONDARY CERTIFICATION

(APRIL 2018)

### Diploma office management & Advance computer skills

(04/2015 to 08/2015)

## Professional Certification & O/J TRAININGS

(May 2023 to July 2023)

- Dangerous Goods Handling (DGR) Gerry's dnata Lahore Pk
- Aviation Security (AVSEC) Gerry's dnata Lahore Pk
- Safety Management System (SMS) Gerry's dnata Lahore Pk
- Human factors (HF) Gerry's dnata Lahore Pk
- Cargo manual handling (CMH) Gerry's dnata Lahore Pk
- Ground handling (GHA) 2015 Z4 flying club Lahore pk