

Mubeen Ayaz Bukhari

Project Manager/Web Engineer/Web Analyst/Web Consultant

Macromedia Certified

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Date of Birth: 22nd March 1977.

Marital Status: Single.

Nationality: Pakistani.

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Synopsis

Professional Career spanning 9 years in 2 Different continents. My focus has been on Project Management, Web Analysis, 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 3 years and doing freelance Web Projects for Clients such as Kit Calling Cards a UK based Global Calling Card Company.

I am a **Macromedia Certified Professional** and have Immense Experience in Web Development & Design, E-Commerce and Web Training.

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.

Career Projection & Selected Accomplishments

Genesis DAC (Project Manager) Islamabad (Pakistan) December 2005 to Present

Joined Genesis DAC as Project Manager in December 2005. My responsibilities here at the company include 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

Web Training at Kazakhstan Embassy, Islamabad

Jan 15 to Feb 15

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

Awards & Accolades

Certificate on Creative Writing on Dialogue on Leadership

Received Certificate on Creative Writing on Dialogue on Leadership held on April 26th, 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 31st to Feb 3rd 2006

Academic Qualifications

Project Management Professional Workshop (35 PDUS)

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

Oracle 9i DBA Techno Education, Islamabad, Pakistan

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

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 Photoshop, Corel Draw, Macromedia Fireworks, Macromedia Freehand.

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

XP/2000/98/95

Microsoft Office

Microsoft Windows 97/2000/XP

Others

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

**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**

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 in 2004 that got an average 800 hits a day and am recently in the process of launching www.sabroworld.com. Facilitated the training of staff for Dreamweaver, Fireworks and Flash.

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

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.

**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.

**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 2nd 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.

**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 31st 2006 – Feb 3rd 2006
Workshop on Web Engineering

**Macromedia Certification,
USA**

Becon House Informatics
Islamabad
September 2003 – January 2004

**Ocean County College
Associates in Computer Science
New Jersey, USA
September 2000 – Dec 2002**

**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**

**Projects and
Accomplishments**

Pakistan Muslim League-Nawaz
Islamabad, Pakistan
Project Status: Finished
<http://www.pakmuslimleague.org>
<http://www.pmln.org.pk>

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

Extreme Constructions
Islamabad, Pakistan
Project Status: Finished
<http://www.extremecon.com/>

Aetos Technologies
Islamabad, Pakistan
Project Status: Finished
<http://www.aetostechnologies.com/>

**Project Management
Skills**

I follow the core concepts of Web Project Management and try to develop Engineering and try to develop applications which are systematic, disciplined, profitable and evolvable.

Below are some of the processes I follow for completing my projects.

1. Scope the Project.
2. User Research.
3. Web Application Strategy.
4. Develop a detailed Project Plan.
5. Technology Strategy.
6. Content strategy.
7. Requirements Analysis.
8. Risk Analysis.
9. Abstract logical Design.
10. Technology Implementation.
11. Content Production.
12. Concrete Design.
13. Deployment.
14. Maintenance and Evolution.

Requirements Engineering:

The goal is the production of a good website requirements specification (WRS) and the disciplined management of its evolution.

**Prepare for Change
Abuse and Use Cases
Drafting the Vision.
Product Scope
Project Scope
Project Initiation
Project Elicitation:**

Refining the Business Requirements.

Project Assessment

Understanding and organizing requirements.

Project Analysis

Design

Describing the Solution, Shape the product and find its form.

Data Design/Architecture

Designing the information space. Develop maintainable structure. Focus on Evolution.

Aspects of Interaction

Presentation Design.
Navigation Design.
User Interaction Design.

Implementation of Web Project

Transform functional specification to a working system.
Develop Final Documentation.

Strengths

I believe following are some of my strengths.

- I am adaptable to change and new developments.
- Passionate about what I do and love what I do.
- Through my experience I have learned the importance of working in teams.
- I believe that planning is the core of any project and especially in terms of web projects.

Professional Memberships

Project Management Institute, USA

Member Since Feb 2009, PMI Member id: 1466444

Chartered Insurance Institute, London, UK 1995 – 1999

Stockport Cricket Club, Manchester, UK 1996 - 1997

References

Mr Kashif Hussain

General Manager Extreme Engineering Solutions, Islamabad

Mr Ali

CEO Extreme Constructions, Islamabad

Mr Yernur

Kazakhstan Embassy, Islamabad

Mr. Shomyl Brohi

Indus Colors

Mr. Shahjahan Bozdar

Director Kitcards.

Kit India, Kit Bangladesh, Zar International & GTC

Atif Siddique

Vice President FLP, CEO Firm Tree, CEO Genesis

Adnan Rajput

CEO Rajput Catering

Ambrosia Pharmaceuticals

Islamabad, Pakistan

Project Status: Finished

<http://www.ambrosiapharma.com/>

Nextwork resources Group

Project Status: Development Status

<http://www.nextworkresources.co.uk>

Kazakhstan Embassy

Project Status: Development Status

<http://www.kazempakistan.com/>

Kit Cards Flowers Pakistan

Project Status: Finished

<http://www.kit-cards.net/buy/>

Sangar Heights

Rawalpindi, Pakistan

Project Status: Finished

<http://www.sangarheights.com>

Takhleek

Rawalpindi, Pakistan

Project Status: Finished

<http://www.takhleek.com>

Rajput Catering

Islamabad

Project Status: Finished

<http://www.rajputcatering.com>

Kit Cards Pakistan

Project Status: Finished

<http://www.kit-cards.net/>

University College of Islamabad

Islamabad, Pakistan

Project Status: Finished

<http://www.uci.edu.pk/>

Indus Colors

Islamabad, Pakistan

Project Status: Finished

<http://www.induscolors.com/>

Zar International

Dubai

Project Status: Finished

<http://www.za-r.net/>

Waqar Enterprises

Project Status: Finished

<http://www.waqarenterprises.com>

Takhleek Host

Project Status: Finished

<http://www.takhleekhost.com>

Languages

Urdu, Punjabi and English

Projects and Accomplishments

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>

Margala View Housing Scheme

Project Status: Finished

<http://www.margalaview.com>

General

Clean British and Kuwaiti Driving License