

***Dr. Zahid Hussain Khand***

***Registrar***

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**CV Details**

<b>CV Title</b>	Dr. Zahid Hussain Khand
<b>Experience</b>	29 Years
<b>Career Level</b>	Executive (Department Head, Registrar etc)
<b>CNIC</b>	45504-7895569-7
<b>Gender</b>	Male
<b>Date of Birth</b>	01-01-1968

**Objective**

To work in dynamic and vibrant organization with dedication, honesty, commitment and hard work.

**Brief Profile:**

Dr Khand has twenty-nine (29) years of teaching and administration experience at university level. Before joining the Sukkur IBA in the year 2001, Dr. Khand worked at Siemens Pakistan Pvt limited, the Mehran University College of Engineering and Technology, Nawabshah and Quaid-E-Awam University Engineering Sciences and Technology, Nawabshah. Dr. Khand holds the degree Doctor of education in higher education management from University of Liverpool, UK. Dr. Khand holds the degree of MS Software Development from the University of Huddersfield, UK, and Bachelor of Engineering (Electrical Engineering) from Mehran University of Engineering and Technology, Jamshoro.. His strengths are project preparation, project planning and management, Green Office Initiatives, Strategic planning and Software Development. He is the Project Coordinator of PeopleSoft Campus Management Solution (CMS), Human Capital Management (HCM) and Financials and Supply Chain Management (FSCM), LMS, Library Management Software and ICT services at Sukkur IBA. He has developed many projects PC-1, which were approved by the Higher Education Commission (HEC), Islamabad and Planning and Development Board, Government of Sindh for the

development and expansion of the Sukkur IBA University. The Solar System is the initiative of Dr. Khand and the University achieved substantial saving in monthly electricity billing. The SIBA achieved Zero-Billing in the month of April, 2019. The SIBA Testing Services (STS) is the brainchild of the Dr. Khand, which has gained reputation toward meritorious recruitment process in the Government departments. He is a member of various professional organizations like IEEE, ACM & PEC. He has been associated with Sukkur BA University since last 20 years. He is author/co-author of more than twenty-two research articles published in HEC recognized research journals.

### **Education:**

Doctorate of Education University of Liverpool, UK, 2020.

Thesis Entitled: *The Impact of Enterprise Resource Planning (ERP) in Higher Education Institutions: Support in improvement of academic processes.*

M.Sc in Software Development from University of Huddersfield, U.K. 2001

P.G.D, Computer Science, CTC from Islamabad, 1998

B.E in Electrical Engineering from Mehran University of Engineering and Technology, 1991

<b>Professional Training / Certifications</b>			
<b>Certification Title</b>	<b>Field of Study</b>	<b>Duration</b>	<b>Institute</b>
<b>Postgraduate Diploma in Computer System Hardware and Software</b>	Computer Science	Six months	CTC Islamabad.
<b>Strategic Time Management</b>	Time Management	two days	Time Lenders
<b>Project Monitoring and Evaluation System (PMES) Software</b>	Project Management	Three Days	Project wing Planning Commission and Asian Development Bank
<b>SPSS</b>	Data Analysis	03 days	Sukkur IBA
<b>The Sixth International School on Grid Computing</b>	Principles of distributed systems, distributed computation, high-	15 Days ( July05-20), 2008	The International Collaboration to Extend and Advance Grid Education

	throughput computing, distributed and structured data management, web-service and grid service architecture, semantic grids, workflows, grid security and production-grid-operations.		( <a href="http://www.iceage-eu.org">www.iceage-eu.org</a> )
<b>“Project Management in primavera P6”</b>	Project Management	March 27-29, 2009	PRIMAVERA
<b>Oracle PeopleSoft Campus Solution User Group</b>	Software Engineering	May 15, 2009 to May 17, 2009	Techlogix
<b>AACSB World Class Practices conference in Dubai.</b>	Quality Assurance and Accreditation	December 6-8, 2009	AACSB ( <a href="http://www.aacsb.edu">www.aacsb.edu</a> )
<b>Strategic Vision</b>	Strategic Vision	April 30-May 02, 2012	TIMELENDERS
<b>Leadership and HR Challenging Times</b>	Leadership, HR	Nov 12-16, 2012	University of Bradford, UK
<b>Effective Communication Skills</b>	Business Communication	Jan 15, 2013	Exelon, Management Consultants
<b>Effective Service Quality Management</b>	Business Communication	Jan 28, 2013	Exelon, Management Consultants
<b>Building Sustainable Partnership, Washington DC</b>	US.-Pakistan University Partnership Program	October 26-30, 2015	World Learning, USA
<b>Conflict Management and Essential Managerial Skills</b>	Management	December 22-23, 2014	Quickbiz
<b>Motivation and Performance</b>	Management	September 3-4, 2015	Higher Education Commission (HEC)
<b>Leadership and Change Management</b>	Management	April 27-30, 2015	IBA, Karachi and HEC

<b>Hire the Best</b>	HRM	October 30, 2017	RahilaNarejo
Transformational Leadership	Management	February 02, 2018	Execelorate
Leadership in Higher Education: A Program for VCs and Senior Dean's	Leadership	December 19-23, 2017	LUMS, Lahore

**Career:**

<b>Job Title</b>	<b>Industry</b>	<b>Employer</b>	<b>Job Period</b>	<b>More Info</b>
Trainee Engineer	Engineering	Siemens Pakistan, Karachi, Sindh, Pakistan	January, 1992 September, 1992	
Lecturer (BPS-17)	Education/Training	Quaid-E-Awam University of Engg. Tech. Nawabshah, Sindh Pakistan	October, 1992 October, 1997	
Assistant Professor (BPS-18)	Education/Training	Quaid-E-Awam University of Engg. Tech. Nawabshah., Nawab Shah, Sindh	November, 1997 August, 2001	
Head I.T Faculty (BPS-19)	Education/Training	Sukkur Institute of Business Administration, Sukkur, Sindh, Pakistan	September, 2001 February, 2009	
Registrar (BPS-21)	Administration	Sukkur Institute of Business Administration, Sukkur, Sindh, Pakistan	February, 2009 to date	

***Following are the major achievements in last five years:***

1. Solar Project of 15 KW with backup of 15 KW installed at Administration Block of Sukkur IBA.
2. Prepared new project "Installation of Solar System and LED lights at Sukkur IBA" at an estimated cost of Rs. 257.234 million approved by the Government of Sindh. The project

will produce 1000 KW of electricity through Solar System. All existing conventional lights will be replaced with LED lights, which will reduce total load of campus from 1000 KW to 800 KW. Net-metering installed to give back extra units produced to SEPCO Project fully functional

3. All the Statutory bodies were made functional and regular meetings were called.
4. All the Statues, Rules, Regulations were prepared, approved from Statutory bodies and available on **HR portal**:  
*<http://www.iba-suk.edu.pk/ibasuk/registrar/wpCLogin.aspx>*
5. **Employees Handbook** was prepared and available for all employees on HR portal
6. All the **forms used by employees** for all sections of Sukkur IBA were re-designed and available on HR portal.
7. **Employees Appraisal** forms were re-designed. Appraisal system was started in December-2011. E-Performance appraisal System implemented in year 2017 with 360 degree evaluation approach.
8. All the major academic and administrative decisions are properly recorded, **minutes were issued** in time. All are now summarized in one document called **Academic Records** of Sukkur IBA University
9. **Major SOPs** were completed and available on HR portal for guideline to employees.
10. **Employees Job description handbook** available on HR portal, where JDs from Peon to Registrar and from Lecturer to Professor.
11. **Student Handbook** issued and visible to all students on official website.
12. **Annual Report** was published regularly since last six years.
13. Effective **Faculty Development Program** is available for monitoring the progress of Scholars and there is constant periodic communication with scholars on abroad.
14. About **95% retention of employees** at Sukkur IBA, designed comprehensive exit interview proforma in order to get feedback from employees leaving Sukkur IBA. Exit interview proforma were get filled from all employees who left Sukkur IBA in last three years.
15. **Training and performance evaluation system** for employees.
16. One window operation to students through **Admission Office** for collecting admission forms, submitting forms, admit cards and arrangements of admission test. ID cards issued to students through CMS. Semester Registration on CMS through admission Office. Qumatic implemented in year 2018.
17. Layer-3 data center established at Sukkur IBA University with Disaster Recovery (DR) Site and Virtualization Machine (VM).

#### **Additional Task Performed:**

In addition to above I always perform many other tasks/assignments which are assigned by your kind honor with dedication and love and best of my abilities

- HEC Projects Coordinator. Prepared ffour Mega Projects PC-I “Development of Sukkur IBA” of Rs 616.038 million, “Strengthening and Expansion of Sukkur IBA” of cost Rs.657.083 million and “Up-Gradation and Strengthening of Essential Facilities at Sukkur IBA” at cost of Rs. 900.493 Million and Establishment of Science Labs and

Creative Art Center at Sukkur IBA” at an estimated cost of Rs. 637.974 Million  
 Completed projects “Computerization and Networking of Sukkur IBA” Rs.  
 32.545million and small projects of about Rs. 5.00 million.

- Project Director of ERP and LMS.
- Project Coordinator for the implementation of FCM, HCM and Supply Chain Management at Sukkur IBA.
- Video Conferencing Facility.
- Project Coordination of Library Management System Software.

**New Initiatives:**

1. **SWOT** (Strengths, Weaknesses, Opportunities and Threats) analysis of Sukkur IBA.
2. Competition for **International Ranking** of Sukkur IBA.
3. **International Accreditation** of programs
4. Further strengthening and institutionalization of **HR services**
5. Implementation of **HEMIS and Financial Management Module** of PeopleSoft at Sukkur IBA.
6. Implementation of **GREEN OFFICE** concept at Sukkur IBA.
7. **Reduction in 80% of paper use and 30 to 40% saving in electricity** by converting Generators on BI-FUEL, replacement of conventional lights with LED lights and implementation of Solar System on buildings.
8. **Achieved Zero-Billing in the month of April, 2019, first time in the history of any University.**

<b>Affiliations</b>			
<b>Organization Name</b>	<b>Affiliation / Role</b>	<b>Start Date</b>	<b>End Date</b>
PEC	Life Member	September,1991	to-date
National Curriculum Revision committee for Information Technology and Computer Science	Member	January,2001	February,2002
Sukkur Board of Intermediate and Secondary Education	Expert I.T for the computerization of Sukkur Board	February,2002	to-date
Sukkur IBA	Human Resource Manager	April,2004	to-date
Sukkur IBA	Project Director (Computerization and Networking Sukkur IBA)	September,2007	June 2009
Sukkur IBA	Member Senate, Syndicate, Academic Council, Departmental Council and Faculty Council, Sukkur IBA	May,2004	April, 2011

IEEE	Member No 91227921	December-2010	to-date
ACM	Membership No: 7096687	June-2012	To-date
ICT R&D Fund	Focal Person National ICT Scholarship Program	2008	To-date
HEC	Member of Scholarship Management Committee for HEC-USAID Scholarship	2010	To-date
Member BoG, Sukkur Board of Intermediate and Secondary Education Sukkur	Member (Technical)	2019	To date
Member, Finance & Planning Committee, Begum Nusrat Bhutto Woman University, Sukkur	Member (F&P)	2020	To Date

## **Additional Information**

### **Academic Achievements & Contributions:**

- Expanded and upgraded the Computer Network of 2000 PCs at IBA Sukkur University.
- Implemented smart campus project at Sukkur IBA University with blanket coverage of high speed Internet at every Corner of the University
- Prepared the PC-1 for the mega project “Development of Sukkur IBA” at an estimated cost of Rs. 469.138 Million with FEC of 175.00 Million for strategic vision of Sukkur IBA for next five years. The project is approved from HEC and Planning Commission, Government of Pakistan. Revised in year 2010 Rs 616.18 Million
- Prepared the PC-1 for the mega project “Strengthening and Expansion of Sukkur IBA” at an estimated cost of Rs. 657.083 Million with FEC of 44.476 Million for strategic vision of Sukkur IBA for next five years. The project is approved from HEC and Planning Commission, Government of Pakistan.
- Prepared the PC-1 for the mega project “Up-Gradation and Strengthening of Essential Facilities at Sukkur IBA” at an estimated cost of Rs. 913.515 million. The project is approved from HEC and Planning Commission, Government of Pakistan.
- ” at an estimated cost of Rs. 657.083 Million with FEC of 44.476 Million for strategic vision of Sukkur IBA for next five years. The project is approved from HEC and Planning Commission, Government of Pakistan.
- Prepared PC-1 for the project “Establishment of Benazir Bhutto Shahded Institute of Management Science BBSMIS, Dadu” at an estimated cost of 678.314 Million. The project approved by Government of Sindh.
- Prepared the PC-1 for the project “Computerization and Networking of Sukkur IBA” at an

estimated cost of 32.454 Million. The project is approved and work is in progress.

- **Prepared following Projects for Approval to HEC:**

- Strengthening of Library of Sukkur IBA
- Establishing Telecommunication System Laboratories at Sukkur IBA.
- Establishing Agri-business development center and Linkage Centers.
- Provision of Sports and Additional Development Facilities at Sukkur IBA.
- DRS Internet setup at Sukkur IBA .
- Designed, uploaded and updating the official web site [www.iba-suk.edu.pk](http://www.iba-suk.edu.pk) and email system on domain at Sukkur IBA .
- Designed, coordinated and successfully completed the Employees Training programs with Sindh Government I.T department, Pakistan Computer Bureau (PCB), Applied Excellence Islamabad and Habib Bank Ltd Sukkur, National Bank, USAID, Population Welfare Department and other district government departments. About 800 employees received basic I.T training in this program.

### **Administrative Charges Held:**

- Deputy Director, Institute of Information Technology, Quaid-E-Awam University of Engg. Science s and Tech. Nawabshah.
- Warden of Hostel at Quaid-E-Awam University of Engg. Science s and Tech. Nawabshah.
- Head of Information Technology Faculty (I.T), Sukkur IBA from 12-08-2004 to August-2009.
- Project coordinator at Sukkur IBA for MCS and BCS Students.
- Head of Institute Management Committee, Budget Committee, Disciplinary committee & Time table committee at Sukkur IBA.
- Member of Selection Board, departmental Council and Faculty Council at IBA Sukkur
- Convener of Selection Committee (BPS-1 to BPS-16) & Scholarship committee of Sukkur IBA.
- Acting Director, of IBA Sukkur from 1-09-2003 to 09-03-2017
- Acting Vice Chancellor, Sukkur IBA University (various times in between 2017 to 2020)
- Member of Board of Governor's (BOGs) Sukkur IBA.
- Prepared the feasibility report and submitted to Government of Sindh and Higher Education Commission for the award of charter as degree awarding Institute to Sukkur IBA.
- Members of the Senate, Sukkur IBA
- Prepared the draft Act for the up gradation of Sukkur IBA to Sukkur IBA University in 2017.