

Laraib Aftab Zedie

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Personal Information

Date of Birth: 19 January 1999 Marital Status: Single

Summary

Experienced Member with a demonstrated history of working in the non-profit organization management industry. Skilled in strategy making, business Management, digital Marketing, and python, MATLAB. Strong community and social services professional with a Bachelor of Science - BS focused in Electrical Engineering from Habib University

Professional Experience

ZAAVIA SOLUTIONS

Dec 2020- Today

- Had the opportunity to do my final year project for ZAAVIA in order to prototype and develop a product for them, which is a **non-invasive glucose monitoring device**.
- A device that hasn't been introduced in Pakistan on a commercial or in any local or private industry. The duration of the project is till May 2022.
- Currently doing continuous research on the technicalities and deliverables. The Prototyping will commence from August 2021.
- Reporting to CEO.

United Nations Association of Pakistan (UNAP)

YOUTH MEMBER

OCTOBER 2019 - FEBRUARY 2021 (1 YEAR 5 MONTHS)

KARACHI, SINDH, PAKISTAN

- UNAP Youth Chapter in Habib University.
- Working on projects and events related to UN Sustainable Development Goals of 2030.

Sindh Nooriabad Power Company Private Limited

ENGINEER INTERN

AUGUST 2020 - SEPTEMBER 2020 (1 MONTH)

KARACHI, SINDH, PAKISTAN

- 100MW Gas-insulated power plant. Phase 1 generating 50MW and Phase 2-50MW.
- Learned regarding the protection relays used in transformer, AC generator, steam turbine, current transformer, and circuit breakers as well. Witnessed and learned the testing of SF6 Circuit breakers and isolators as well.
- Learned regarding the protection used in switch-yard. Worked in the installation of the temporary raw water tank (making BOQ and single line diagram of the electrical side).
- Learned how to draw and read single-line diagrams of the switchyard.
- Worked on star-Delta panels.
- Overall the internship gave me a great insight into different aspects of generation and transmission in a power plant
- Reported to Chief project manager (Electrical).

ePlanet Communications Inc

SALES EXECUTIVE

APRIL 2020 – JULY 2020 (4 MONTH)

KARACHI, SINDH, PAKISTAN

- Sales through digital marketing and by connecting to different international clients.
- Strategy making to increase sale target.
- Highest number of sales in a month amongst my team members.

Habib University

ADMINISTRATIVE ASSISTANT

Jun 2019 - Jul 2019 (2 months)

KARACHI, SINDH, PAKISTAN

- Administrative assistant in the Splash Summer 2019 program, reporting to the office of Academic Performance.
- Worked on Microsoft excel for holding all types of records including courses names, Identification, courses that the enrolled students did opt for.
- Handling all other departments such as Marcom (Photography). Coordinating and working Side by Side with the office of Student life to plan all the activities which are going to be held during the tenure.
- Also, working on different software's such as Photoshop and adobe Nitro for certificate designing and publishing.

TCS E-COM (Yayvo.com)

INTERNSHIP STUDENT

JAN 2018 – FEB 2018 (2 months)

KARACHI, SINDH, PAKISTAN

- Reported back to head of operations and management to receive day-to-day tasks and responsibilities.
- Upheld strict security procedures to maintain data confidentiality.
- Helped with administrative support, including managing incoming calls, coordinating files and sorting mail.
- Communicated effectively with management and instructors and openly accepted critiques and suggestions for areas of improvement.
- Facilitated customer queries regarding any type of product.
- Worked side by side with the operations department in order to give out the best customer support service.

Tapal Energy (Pvt.) Limited

ENGINEER INTERNSHIP

DECEMBER 2017 - JANUARY 2018 (2 MONTHS)

KARACHI, PAKISTAN

- Well organized and a really peaceful environment. What incurred my interest Was the level of dedication and motivation each person in the company carry on with him/her self.
- A lot of things i got to learn from the company regarding the generation of electricity; about the human resource administration and policies.
- Gained some extra knowledge regarding the Power generation Sector which did incur my interest to do my Undergrad in Electrical Engineering in one of the most reputed University in Pakistan.

Academic Earnings



Qualifications	Institutions	Majors	Year
B.S	Habib University	Electrical Engineering	2022
A levels	Beaconhouse College Defence Campus	Pre- Engineering	2018
O levels	Beaconhouse School System	Science	2016

International Certifications

- **COVID-19: Tackling the Novel Coronavirus** - London School of Hygiene and Tropical Medicine, U. of London
- **Electric Industry Operations and Markets**- Duke University
- **Earth Day At 50 -Teach Out.** – U. Of Michigan
- **INTRODUCTION TO BUSINESS MANAGEMENT** –Kings College London
- **DIGITAL SKILLS: DIGITAL MARKETING**

SKILLS

- Electrical Design
- Business Management
- Digital Marketing
- Social Media Marketing
- E-commerce
- Project Management
- Power Systems
- Public Relations
- Microsoft Excel
- AutoCAD
- Creo
- MATLAB (SIMULINK)
- Visual Studio
- Orcad PSPICE
- Cisco Packet trace
- Thingspeak
- MQTT