

# MUBEEN KHALID

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## QUALIFICATIONS SUMMARY

- Master of Commerce from Hailey College of Commerce, Punjab University Lahore in 1987 Securing First Class First
- DCMA from Hailey College of Commerce, Punjab University, Lahore in 1986
- Bachelor of Commerce from Hailey College of Commerce, Punjab University, Lahore in 1984
- F.Sc. from Dayal Singh College Lahore in 1980
- Matriculation from Lahore (Private) in 1977

## PROFESSIONAL EXPERIENCE

- Currently working as Assistant Professor in the Institute of Administrative Sciences
- Was promoted as Assistant Professor in the Institute (through University Selection Board) in 1995
- Worked as lecturer in the Institute of Administrative Sciences formerly known as Department of Public Administration, University of the Punjab from December 03, 1988 to September 1995
- Served as Editor-in-Chief of "THE MANAGER" magazine of Institute of Administrative Sciences
- Worked as student advisor and Placement Officer for the Institute of Administrative Sciences
- Served as co-coordinator of PGD-HRM at IAS
- Served as member Disciplinary Committee of Punjab University
- Has been responsible for making internship arrangement for students of Public Administration during summer vacations from 1989 to 1994
- Served as Member faculty of Arts, University of Punjab as constituted under the University of the Punjab Act 1973
- Serving as Faculty member of Board of Studies, Institute of Administrative Sciences
- Serving as member of Examination, Purchase, Discipline, Admission Committee (constituted by the Vice-Chancellor)
- Serving as Program Coordinator for Master Programs (Afternoon)

## TEACHING EXPERIENCE

- Served as Visiting Faculty Member in the Institute of Education and Research, Punjab University Lahore
- Served as Visiting Lecturer in Hailey College of Commerce, University of the Punjab, Lahore
- Taught in Master of Administrative Sciences classes for executives (evening program offered by the Institute of Administrative Sciences)
- Served in Department of Economics as visiting faculty member for advanced financial management.

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## COURSES PREPARED AND TAUGHT

### Accounting

- Principles of Accounting
- Financial Accounting
- Managerial Accounting
- Advanced Financial Accounting
- Cost Accounting
- Analysis of Financial Statements
- Taxation Management
- Advanced Management Accounting
- Strategic Cost Management
- Accounting for Managers

### Finance

- Principles of Finance
- Financial Management
- Fundamentals of Corporate Finance
- Fundamentals of Financial Markets and Institutions
- Fundamentals of Investments
- Fundamentals of International Financial Management
- Managerial Finance
- Financial Analysis
- Three months internship as a special trainee in the field of Public Accountancy in Fordes, Rhodes, Robson, Morrow Chartered Firms
- Two months internship as special trainee in the field of Banking in Band of Oman
- Participated in Faculty Development Workshop Series in 1997
- Participated in Faculty Development Workshop by a Visiting German Professor in 2005
- Attended and successfully completed case teaching workshop offered by IBA Lahore in 2005
- Participated in training workshop on Quality Assurance in Higher Education in 2005 offered by Pakistan Institute of Quality Control
- Merit Scholarship in M.Com
- First Position in M.Com
- First Position in Finance Specialization in M.Com
- Gold Medals in M.Com
- First H.Karim Buksh Gold Medal in the paper of Investment and Security Analysis
- First S.A. Salam Gold Medal in the paper of Business Taxation Laws and Problem
- First Position in D.C.M.A
- Awarded with two advance increments at the time of appointment as lecturer in University of the Punjab
- Awarded with one advance increment at the time of selection as Assistant Professor
- Awarded with Best Teacher Award by Vice-Chancellor, University of the Punjab in 2002

Available on request

## TRAINING EXPERIENCE

## SCHOLARSHIPS, DISTINCTIONS AND AWARDS

## REFERENCES