

SAJJAD HYDER
Registrar
University of Veterinary and Animal Sciences, Lahore
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CAREER'S CHRONICLES

Registrar	University of Veterinary & Animal Sciences, Lahore	02-02-2018	to	date
Controller of Examinations	Pakistan Institute of Fashion and Design, Lahore (<i>Chartered by the Government of Pakistan</i>)	17-03-2017	to	31-01-2018
Registrar (<i>Officiating</i>)	University of Veterinary & Animal Sciences, Lahore	01-09-2017	to	21-10-2017
Controller of Examinations	-- do --	13-02-2010	to	16-03-2017
Controller of Examinations (<i>Officiating</i>)	-- do --	11-10-2007	to	12-02-2010
Deputy Controller of Examinations	-- do --	19-09-2005	to	12-02-2010
Assistant Controller of Examinations	-- do --	12-12-2002	to	18-09-2005
Deputy Controller of Examinations (<i>Officiating</i>)	Government College (<i>presently University</i>), Lahore	15-04-2002	to	31-08-2002
Assistant Controller of Examinations	-- do --	13-07-2000	to	31-08-2002
Principal (<i>Officiating</i>) (<i>Drawing & Disbursing Officer</i>)	GHSS, Government of the Punjab, Education Department.	16-10-1994	to	26-02-1995
Subject Specialist (Geography)	-- do --	01-09-1993	to	12-07-2000
		01-09-2002	to	11-12-2002

IN-SERVICE TRAINING

- Attended Senior Management Program for UVAS in **University of Management Sciences (LUMS), Lahore, Lahore** from July 9-13, 2018.
- Attended HEC - British Council Leadership Programme for Senior Administrators of Higher Education Institutions of Pakistan from June 30 – July 7, 2013 in **University of Leicester, University of Warwick, and University of Oxford at UK.**
- 87th **National in Service Training Course** for Career Planning and Vocational Guidance in Pakistan Manpower Institute, Ministry of Manpower and Overseas Pakistanis, Islamabad (1995).
- **Civil Defense Officers' Course** "Planning Organization and Operational Control" in Civil Defense Academy, G.O.R - I, Lahore (1995).

IN-SERVICE ACTIVITIES

- Prepared / Edited **First Academic Calendar - I (2004-05), Vol.- I** of University of Veterinary & Animal Sciences, Lahore comprising Rules and Regulations relating academic matters of undergraduate and postgraduate degree programs
- **Resource Persons** to impart professional training in Professional Competency Enhancement Program (Curriculum Development, Assessment and Evaluation) for Teachers from 16th April to 8th May, 2013 in Pakistan Institute of Fashion Design, Lahore arranged by National Academy of Higher Education Project (NAHE), a project of Higher Education Commission, Islamabad.
- **Member** of Selection Board in Pakistan Institute of Fashion Design, Lahore.
- **Member** (Expert) of Selection Board in Lahore College for Women University, Lahore.
- Responsible for correspondence with scholars of Scientifically Advanced Countries to establish their liaison with UVAS, Lahore for the assessment of dissertations of Ph.D. researchers.
- Nominated as **Focal Person** to represent UVAS, Lahore in by Higher Education Commission, Islamabad.
- Successfully contested **Litigation Cases** of UVAS, Lahore in Lahore High Court, Lahore.
- **Computerized** the whole Examination System of University of Veterinary & Animal Sciences (UVAS) Lahore and Pakistan Institute of Fashion and Design (PIFD), Lahore and reorganized all manuals as Computer based. Initiated online examination System in University.
- Responsible for all matters of Conduct, Co-ordination, Purchase and Accounts (Remuneration) of the Examination Department and **authorized** to sign all documents and make all necessary correspondence regarding Co-ordination on behalf of the **Principal, Government College (presently University), Lahore** during service as Assistant Controller of Examinations.

PARTICIPATIONS AT UNIVERSITY OF VETERINARY & ANIMAL SCIENCES (UVAS), LAHORE

Convener of the Committee for:

- Printing & Purchase of Examination Material

Member / Secretary of the Committee for:

- Preparation / finalizing of formats of degrees.
- Arranging Convocations 2008 to 2016.
- Deciding Anomaly cases of students.
- Preparation of Regulations on Semester Examination System.
- Review of the external examination system.
- Equivalence of Courses of students.

Member of the Committee for:

- Preparation of draft Regulations for Affiliation of Institutes.
- Arrangements of First Convocation 2006.
- Thrashing Rules and Regulations & Statutes etc.
- Monitoring affairs of examination system.
- Review of Hostel Conduct and Disciplinary Rules.
- Removing discrepancies in Postgraduate semesters.
- Reviewing Academic Calendar-I (2004-05).
- Migration of students.
- Reviewing Statutes & Rules, Scheme of studies and Course contents of Undergraduate degree programs.
- Purchase for items for General Administration.
- Unfair Means Cases of students.
- Establishing uniformity in the codes / titles for Undergraduate Degree programs.
- Entry Test and Examination System for admission in Medical Colleges in Punjab notified by Govt. of the Punjab.

Secretary of the Committee for:

- Committee to resolve Credit Hours issues in semesters.
- Honorary Degree Nomination Committee.

PARTICIPATIONS AT PAKISTAN INSTITUTE OF FASHION AND DESIGN (PIFD), LAHORE

- Prepared / Edited **“First Academic Calendar - I (2017-18), Vol.- I”** of Pakistan Institute of Fashion and Design comprising Rules and Regulations relating academic matters of undergraduate and postgraduate degree programs.

Chairperson / Convener of the Committee to:

- Review proposed amendments, comprehensive and long term draft of Leave Rules, Surety Bond conditions and identify certain grey areas to resolve the cases of faculty and staff.

Convener of the Committee to:

- Format Transcripts.
- Review / frame Semester Regulations.
- Frame Plagiarism Policy.
- Probe results of student.

Member of the Committee for:

- Scrutiny of applications for posts in BPS-17 & above.
- Smooth functioning of Administrative work in the Institute.
- Revision of terms and conditions and remuneration of the visiting faculty.
- Preparation of Yearly Progress Report (YPR)

ACADEMIC RECORD

- **M.A.** English (*Linguistics & Literature*) National University of Modern Languages (NUML), Islamabad 2009
- **M.Sc.** Geography University of the Punjab, Lahore 1989
- **B.A.** Arts Government College, Burewala 1987
- **F.A.** General Science Group Government College Lahore 1985
- **Matric** Science Group Government High School, Burewala 1982

FIELD WORK (*as student*)

- **URBAN SURVEY** "A functional Analysis of Civic Centre, New Garden Town, Lahore 1987-89"
(*a part of M.Sc. Geography Degree in University of the Punjab, Lahore*)

CO-CURRICULAR ACTIVITIES (*as student*)

- Chief Editor College Magazine (*English Section*) 1986-87
- Assistant Editor College Magazine (*English Section*) 1985-86
- President College English Literary Society 1986-87
- Member College Badminton Team 1986-87

COMPUTER SKILL

- Microsoft Office.
- Internet Browsing / Surfing.

DATE & PLACE OF BIRTH (*Domicile*)

- 25th February, 1968 (Burewala, Distt. Vehari, Punjab)
CNIC: 35202-2819256-5

MAILING ADDRESS

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