

## Contact

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## Top Skills

SQL  
Microsoft Office  
Project Management

## Languages

Urdu  
Hindi (speaking)  
English

## Certifications

ACCP Pro

# Muhammad Jazib Aleem

CEO at Jazsoft | Business Development Manager - Asia and Middle East at Vasway LLC

## Summary

Experienced Academic Head with a demonstrated history of working in the computer software industry. Skilled in SQL Database, Advertising, Android, Web development, Java, C#, PHP, C++, and Data Migration. Strong education professional with a ACCP Pro focused in Computer Software Engineering from APTECH Computer Education.

## Experience

### Vasway LLC

Business Development Manager

March 2018 - Present (2 years 4 months)

Florida

1. Build contacts with potential clients to create new business opportunities
2. Keep prospective client database updated
3. Heading a team to mke cold calls for new business leads
4. Support in writing new business proposals
5. Maintain knowledge of all product and service offerings of the company
6. Arrange meetings for senior management with prospective clients
7. Follow company guidelines and procedures for acquisition of customers, submission of tenders etc

### Jazsoft

CEO

June 2008 - Present (12 years 1 month)

Jazsoft

- 1.Brand development, web site traffic growth, web site UI and advertising revenue. Developed brand strategy and statistics systems.
- 2.Advising new businesses on formation of corporations and business structures, drafting privacy policies and structuring commercial transactions.
- 3.Comprehensive database management and migration from SQL to Oracle.

### Boston-One

Software Engineer

May 2018 - May 2019 (1 year 1 month)

Pakistan

- 1- Communication with international clients
- 2- Application Development
- 3- Requirements analysis
- 4- Code Quality
- 5- Managing GIT Version Controll
- 6- JavaScript and jQuery
- 7- ASP.Net
- 8- MS SQL

KarloCompare.com.pk

PHP Developer

August 2017 - March 2018 (8 months)

Karachi

Developing and maintaining CRM and website with PHP framework Yii, Integration of APIs and Payment gateways.

Aptech Computer Education Pakistan

Academic Head

June 2014 - August 2017 (3 years 3 months)

Gulshan

- Responsible for setting and advancing the academic strategy of the Department in line with Faculty and center strategic plans and direction
- Provide overall leadership and management of the Faculty
- Develop and sustain appropriate structures for management, consultation, decision-making and communication with staff and students
- Develop new programmes in order to attract new students and markets
- ensure that staff performance is managed appropriately and in a way that is consistent with the expectations of the Academic, and that fair workload allocation processes are in place
- ensure a positive learning environment for both staff and students, and full compliance with technical and other requirements
- ensure that Center equipment/facilities under the department's control are properly maintained and serviced as required
- ensure all activities are carried out to the highest possible standards and put in place the necessary evaluation and monitoring procedures to ensure both compliance and improvement
- Assist with the oversight and review of syllabus, responsibility for the timetabling process and assist students with academic related questions

- Assist with the creation of new batches, changes to existing batches and overall course.
- Organise the orientation of new batches, oversee the organisation of faculty meetings and Assist in developing academic programs in collaboration with faculty
- Provide support and advice to faculty, particularly in matters related to course material acquisition, implementation of learning management information systems including online portal.
- Manage the process of grading at the site, including the timely submission of reports, center information, and monitoring of grading standards
- Assist the Center Academic head with the preparation of monthly annual monitoring reports, develop programming that ties specifically into academic goals
- Handle day to day enquiries relating to academic matters from students, parents.

#### US-APPAREL COMPANY

##### DEVELOPMENT COORDINATOR

December 2012 - October 2014 (1 year 11 months)

Co-ordinations with developers, followup of development.

#### Galaxy Knitwear Company

##### IT Coordinator

October 2010 - October 2014 (4 years 1 month)

Hardware, Troubleshooting, Networking, Installation also ERP

Development ,testing and reporting bugs to developers. website and email administrations.

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## Education

#### APTECH Computer Education

ACCP Pro, Computer Software Engineering · (2011 - 2013)