

Shahzaib Ali

BS Economist · Digital Builder · Research & Analytics

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PROFILE SUMMARY

BS Economics graduate from an HEC-recognised institution with hands-on experience in government documentation, international remote work, and digital tool development. Proficient in MS Office Suite, Stata, and EViews. Independently built and deployed two web productivity tools in a live government environment. Seeking roles in banking, research, analytics, policy, or corporate operations.

EDUCATION

BS Economics · GCUF Affiliated Govt. Graduate College, Toba Tek Singh **Nov 2022 - Jun 2026**

Estimated CGPA: 3.15 / 4.0 · HEC-recognised · Result Awaiting

Relevant Coursework: Money & Banking, Monetary Economics, Islamic Economics, Econometrics, Macroeconomics, Microeconomics, Development Economics

- Class Representative (CR): Primary liaison between Economics faculty and 40+ students for two consecutive years; coordinated academic schedules, exam arrangements, and official communications

FSc Pre-Engineering · Govt. Graduate College, Toba Tek Singh **Oct 2019 - Dec 2021**

Board of Intermediate & Secondary Education (BISE), Faisalabad

Matriculation — Computer Science · Govt. Islamia Secondary School, Toba Tek Singh **Sep 2017 - Oct 2019**

Board of Intermediate & Secondary Education (BISE), Faisalabad

PROFESSIONAL EXPERIENCE

Office Clerk · State Life Insurance Corporation of Pakistan · Toba Tek Singh Area Office **May 2026 - Jul 2026**

- Designed and deployed two internal web productivity tools (PrintDesk & Policy Record) on personal initiative; a third was in active development at the area manager's direct request
- Managed end-to-end documentation workflow: receiving, verifying, filing, and processing insurance policy records in a formal government environment
- Digitized and maintained policy records in Excel; composed structured staff data reports for area management
- Drafted official correspondence and internal communications; ensured all paperwork was audit-ready at all times
- Uploaded and tracked completed cases on the organisational portal following thorough documentation review

Online Communication Manager — Vehicle Shipments · Remote Client · California, USA **Nov 2023 - Mar 2024**

- Coordinated logistics data for 15+ international client accounts, processing 20+ vehicle shipments weekly with zero errors
- Served as primary point of contact across time zones; maintained audit-ready digital logs of all client interactions

Online Product Listing Expert · Macropick.com · Remote, California, USA **Dec 2023 - May 2024**

- Published 50+ verified product listings daily with accurate pricing and descriptions
- Conducted QA audits across 200+ live listings to maintain data accuracy and compliance standards

Online Bill Payment Specialist (Part-time) · Local Business · Toba Tek Singh **Jan 2023 - May 2025**

- Managed digital financial transactions for local businesses with full confidentiality and zero errors
- Maintained error-free Excel ledgers for monthly reconciliation and audit trails

FINAL YEAR RESEARCH

Thesis: "The Nexus of R&D, Absorptive Capacity, and Innovation: Evidence from Pakistani Enterprises"

Supervisor: Dr. Muhammad Zeeshan Younas · Lecturer, Applied Economics & Research Methods · GCUF Affiliated Govt. Graduate College

SKILLS

Technical: MS Office Suite (Word, Excel, PowerPoint) · Stata · EViews · WordPress · Canva · LaTeX (Overleaf) · Touch Typing (Proficient)

Analytical: Econometric Modelling · Probit/Logistic Regression · Financial Data Management · Record Keeping & Reconciliation · Report Writing

Soft Skills: Client Communication · Problem Solving · Critical Thinking · Time Management · Team Coordination · Adaptability

CERTIFICATIONS & ACHIEVEMENTS

- Fundamentals of Digital Marketing — Google Digital Garage (Aug 2021)
- Life Saver Certificate & Basic Community Safety — 1122 Rescue Service, Punjab
- 1st Position — Divisional Quiz Competition (Independence History), Govt. Graduate College Samanabad, Faisalabad (Aug 2025)

- 2nd Position — Seerat-un-Nabi Quiz Competition, Govt. Islamia Graduate College, Faisalabad (Aug 2025)

LANGUAGES

Urdu (Native) · Punjabi (Native) · English (Proficient) · Arabic (Basic) · Turkish (Basic)

REFERENCE

Dr. Muhammad Zeeshan Younas

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