Muhammad Hassan

Lahore, Pakistan
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EDUCATION

Lahore University of Management Sciences (LUMS) Lahore, Pakistan
BSc Political Science Aug 2018 – June 2022
Relevant Courses: Political Economy of Development, Educational Leadership Beyond Schools, Statistics and Data Analysis, Mathematical Applications, Calculus I.

WORK EXPERIENCE

London School of Science and Technology (LSST) Luton, United Kingdom
Trainee Student Support Officer *Feb 2026 – Current*

- Reviewed and managed Student Finance Entitlement Letters, meticulously examining each document to identify any discrepancies or inaccuracies.
- Uploaded verified Student Finance Entitlement Letters onto the SMS system, ensuring accurate and up-to-date record maintenance.
- Monitored student attendance and assignment submission data to proactively identify at-risk students and implement targeted intervention strategies.
- Provided confidential, impartial advice and guidance to students, supporting them through academic challenges, disciplinary processes, and formal complaints.

PACANS INSTITUTE Lahore,Pakistan
SAT/GRE/IELTS Tutor *June 2022 – Current*

- Successfully guided students to achieve notable score improvements.
- Received positive feedback for creating an engaging and supportive learning environment.
- Contributed to the development of effective teaching materials and resources.

BANK AL-HABIB Lahore, Pakistan
Credit Officer *July 2022 – December 2024*

- Orchestrated a successful multimillion-dollar financing project for a prominent corporate client, resulting in a 25% increase in the bank's corporate portfolio and contributing to revenue growth of PKR 200 million within six months.
- Conducted comprehensive risk assessments, identifying and mitigating potential financial risks, ultimately reducing the overall risk exposure by 18%.
- Collaborated with stakeholders, including clients and internal teams, facilitating seamless communication and alignment of project goals, leading to a 30% improvement in client satisfaction.
- Developed and implemented a streamlined process, improving project efficiency and reducing project completion time by 15%, resulting in cost savings of PKR 50 million annually.

INTERNSHIPS

GLOBAL SOLUTIONS Lahore,Pakistan
Data Analyst *June 2022 – August 2022*

- Implemented data analysis techniques to assess project performance metrics, leading to data-driven insights that improved project planning and resource allocation, contributing to a 15% increase in project efficiency.
- Developed and maintained project-specific databases, facilitating streamlined data retrieval and analysis for ongoing and completed projects, resulting in a 30% reduction in data retrieval time.
- Collaborated with the analytics team to implement data visualisation tools, resulting in

clearer and more accessible insights for project stakeholders, contributing to a 20% increase in stakeholder understanding of project progress.

- Conducted post-project data analysis, contributing to a 15% improvement in the accuracy of project evaluations and client satisfaction surveys.

VENTURENOX Lahore, Pakistan

Junior Data Analyst *May 2021 – July 2021*

- Utilised data analytics tools to assess market trends, customer behaviour, and product performance, informing strategic product development decisions, and resulting in a 25% increase in product adoption.
- Developed and maintained databases for product-related data, facilitating effective analysis and reporting to support product enhancements, contributing to a 20% reduction in product development cycles.
- Collaborated with the marketing team to analyse customer feedback data, leading to data-driven product features and user experience improvements, resulting in a 15% increase in overall customer satisfaction.
  Implemented data-driven decision-making processes, contributing to a 20% increase in the efficiency of product development cycles.

EXTRACURRICULAR EXPERIENCE

Lahore University of Management Sciences Lahore, Pakistan

Teaching Assistant *September 2021 – May 2024*

- Supported learning in multiple courses, including *Introduction to Political Science*, *Constitutional Development*, *Political Islam*, and *Statistics and Data Analytics.*
- Conducted weekly office hours, assisting 20+ students each week in course concepts and academic challenges.
- Awarded participation points and graded quizzes for a 50-student cohort.
- Resolved student inquiries via email and improved student-faculty communication.

Upwork and Fiverr Remote

Content Write *July 2019 – August 2022*

- Worked as a freelancer to explore and utilise my writing skills for productive outcomes.
- Wrote more than 100 articles and got them published on different websites.

SKILLS

- Analytical and Data Skills
- Financial and Risk Management
- Project Management
- KYC & AML Regulations
- Communication and Collaboration
- Writing and Content Creation
- Research and Analytical Skills

CERTIFICATIONS

Python for Data Science –Digitech Synergy *September 2023*

- Validates expertise in data analysis, managing and collecting data, interpreting and visualising data.

HONOURS & AWARDS

- Completed CTO (Certified Trade Officer) Training – Bank Al Habib, 2023
- Employee of the Year Award – Bank Al Habib, 2023
- 2nd Position in Matriculation – Federal Board, 2016
- 1st Position in Essay Writing Competition – Federal Board, 2013