

**Residence:** "Takht Bhai Kor", Street 6, Prince Road, Bara Kahu, Islamabad, Pakistan  
**Date of Birth:** 17 February 1948 **Nationality:** Pakistani  
**Tel - Mobile:** +92 300 854 2300 **Married, with 3 children**  
**Email:** takhanglobal@gmail.com

**Highlights**

- Over 30 years of experience with a strong environmental awareness, excellent writing skills, and an exceptional ability to find innovative solutions
- Highly experienced in navigating multi-functional and multi-cultural teams through changing business and challenging environments
- A highly organized professional with vast experience in providing thorough and skillful support and guidance to functional and departmental managers
- Experienced in analyzing clients' organizational, HR and business operational needs and providing support to help achieve goals and sustainable and friendly high performance work systems
- High level experience in training development and delivery, motivation and team building, leadership skills development, and technical project management
- Excellent experience with international companies in developing, implementing and managing complex projects in a timely fashion and within budgetary parameters
- Hands-on and practical experience of organizational diagnosis and the design and facilitation of structural changes, together with staffing re-assignments and re-alignments for maximum effectiveness

**Experience Discipline, Organization & Duration**

Work Discipline	Organization	Years
Finance and auditing	Firms of Chartered Accountants – UK	7
Finance, budgeting & cost control	Aga Khan University Hospital & Medical College, Karachi	3
<ul style="list-style-type: none"> <li>• Project management</li> <li>• Contract administration &amp; management</li> <li>• Budget control &amp; monitoring</li> </ul>	USAID, Pakistan	8
<ul style="list-style-type: none"> <li>• Finance</li> <li>• Personnel – HR management</li> <li>• Administration – infrastructure &amp; office management, procurement, protocol, travel &amp; transportation, security and IT</li> </ul>	Asian Development Bank	15
<ul style="list-style-type: none"> <li>• Organizational development</li> <li>• Stakeholder engagement strategy</li> <li>• Strategic &amp; business plan development</li> </ul>	Tethyan Copper Co	1
<ul style="list-style-type: none"> <li>• Change management planning and management</li> <li>• Budgeting &amp; cost control</li> <li>• Organizational development – skills gap analysis &amp; business process re-engineering</li> <li>• Aligning employees with corporate goals</li> <li>• HR policies and procedures – complete talent management cycle, including training and capacity building programs</li> <li>• Developing bidding documents, evaluation of proposals, and contract award</li> </ul>	USAID Power Distribution Program	5
<ul style="list-style-type: none"> <li>• Logical Frameworks</li> <li>• Personnel, finance and strategic advisory services</li> </ul>	Independent Consultant	1.5
Communications – writing & verbal, presentations and briefings	Mainly USAID, ADB and TCC	25 +

