

NAIMA JAVED

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Personal Details

Gender :Female
Nationality :Pakistani

Qualification

2014 to 2016 Masters of Engineering in Quality Management
University Name : NED UET
2009 to 2012 Bachelor In Industrial And Manufacturing Engineering
University Name: NED UET

Career & Experience

NED UET

2018 to present

Working as Assistant Professor in Industrial and Manufacturing Dept

-Assistant Professor (Teaching Role)

- Supervises several project for undergraduate program
- Revised practical workbooks adding new practical for MSA in Metrology & QC.
- Teaches different courses at undergraduate level:
First Year Engineering: Thermofluid, Engineering Mechanics
Second Year Engineering: Metrology and Quality Control (Theory/Practical), Mechanics of Materials
Third Year Engineering: Production Management Practical
Fourth Year Engineering: CAM practicals
- Examiner for above mentioned course
- Paper Setter for above mentioned courses
- OBE Based result result submission

-Class Advisor First Year Engineering (Administrative Duty)

- Facilitates for Orientation Program for First Year Engineering Student,
- Arranging IT portal orientation,
- Devised Time Table (Theory/Practical), Exam Timetable for Practical
- ID Card, Enrollment, Warning letters distribution,
- Student Counselling,
- Scholarships approvals for needy Students,
- Resolving issue regarding attendance, feedback forms, original doc submission etc.
- Course Plan, Course Profiles generation/ Submission

-Professional / Scientific Meetings Attended:

Seminar on Quality Assurance at HEI-QEC NED
Seminar on Health and Safety in Engineering University-PEC/NED
Conference on Industry and Academia Linkages by Pak Navy at PNEC

Research & Industrial Projects(NED & Industry Collaboration)

1. Efficient Machine Utilization of Printing Machine -GulAhmed Textile Mills Pvt Ltd
2. Implementation of Lean Manufacturing for Productivity Enhancement in an automotive Industry,PCI Automotive
3. Implementation of DMAIC tool for process improvement in textile industry
4. Optimize production assembly line by Toyota Production System at Indus Motor Company Ltd.
5. To Implement TPM In Stile.

Worked As Visiting Faculty in Management Sciences Dept /NED **2016-2017**

Gul Ahmed Textile Mill -Unit 2 Wet Processing **2013 – 2016**
Worked As AM- Quality Engr. (R & D) System Development-ISQS/SQM

- **Quality Data Analyst**

-Detailed Voice of Customer(IKEA) external data from customer which include Quality KPI Analysis(COPQ,CRPQ,SQRs,CEPQ)-development of CARS accordingly. Customer Based KPI Based Zero Defect Final Inspection Level Matrix Update.
Monthly Process Capability Analysis for Process Capability, Normality, Stability.

- **Lead Auditor in Internal Audit Team Processing-**

Conduct Audit for GTM08 and GTM 02 Processing and Audit reporting to higher management
Daily communication of NCs,making area compliant to Quality Standards

- **Documentation/Policy making as per Special Process Appendix Responsible:**

Devised and Revised all ISO documents with dept head ,policy making as per CAP Report(RCA); SPC MINITAB; SOPs Development(Sampling Plans, Chemical Handling,Storage Procedures) etc; Final Inspector Calibration (MSA Gauge R&R, Attribute Analysis)MINITAB ; PLM Checklist development ; Utilities Consumption Analysis; Process Mapping ; Production CTQ Development; Control Plans Improvement

- **Kaizen Event @ Gul Ahmed Organizer -/ Team Member Shade Category Reduction Project**

-Kaizen Awareness Posters Making, Kickoff Presentations of the Event
-Active member in Kaizen Group responsible for identifying the application of Quality Technique @ Gamba Selected-Export Dyeing

CERTIFICATIONS

- **Organization Planning and Development for the 6 σ Black Belt!**
(University System of Georgia HEC DLSEI Coursera)
- **Supply Chain Management(NED CCEE)**
- **Project Management Frame Work & Tools(NED-PGC)**
- **Agile and Lean Manufacturing (NED-PGC)**
- **ISO Lead Audit QMS 9001-2015 (IRCA)-Dec'15**

TRAININGS ATTENDED / QEC NEDUET

- **Class Management**
- **HEI Ranking and University Level KPIs**
- **OBE System Design**
- **How to write the research proposal**
- **Importance of Journal Publication**
- **Quality Management System**
- **Teaching and Learning through Technology**
- **Presentation Skills**
- **Effective Teaching Practices**
- **Awareness Session on "Technology Innovation Support Center" TISC and "Patent Procedure" in collaboration with IPO Pakistan**
- **To develop awareness of procurement rules and process within university**
- **Intellectual Property**

Software

Minitab | DBA ERP | Microsoft Office

Languages

- **Fluency in English and Urdu.**
- **Basic Knowledge of French and Arabic.**

Memberships and Affiliations

- **Pakistan Engineering Council (PEC).**

