



# ZULQARNAIN HAIDERI

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**Ph#** : +971552139172  
**Languages** : English  
**Passport No** : BR6973102  
**Visa Status** : Employment Visa

## Summary

Oversee well-organized and efficient HR operations by balancing organizational targets with compliance and employee demands. Focused on maximizing resource utilization and enhancing performance with forward-thinking approaches. Solid background of improving collaboration and consensus across company environments.

## Skill Highlights

- Loyal towards work & duties.
- Benefits Programs
- Interpersonal skills
- Well versed with MS Office
- HR Consulting
- Innovative
- Can work under stressed condition.
- Good communication skill

## Experience

**HR Manager - 01/2022 to 02/2023**  
**Attrox industries - Sialkot, PK**

- Recommended, initiated and finalized HR actions regarding faculty and staff position management, compensation and employment postings, hiring proposals and new hire on boarding.
- Developed focused training programs, leadership pipeline and Succession plans.

**HR Coordinator – 03/2020 to 12/2021**  
**NEKO Enterprises – Sialkot, PK**

- Handled employee inquiries and complaints regarding policy and benefits issues.
- Reviewed human resources paperwork for accuracy and completeness.
- Supported employee relations, cultivating retention with welcoming and inclusive work

## Education

Bachelor of Business Administration: Specialization - **Human Resource Management – 2022**  
**University of Sialkot ,PK**