

DR. WAZIR AHMED

Ph.D. in Education • Training Manager • Educator • Researcher

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PROFESSIONAL SUMMARY

Dedicated Educator, Training Manager, and Educational Researcher with over a decade of technical leadership in aviation safety training, curriculum architecture, and qualitative educational research. Proven expertise in pre-service onboarding, continuous professional development (CPD), standard operating procedure (SOP) authoring, diagnostic assessment testing, and digitizing training systems into secure intranet learning portals.

EDUCATION & ACADEMIC CREDENTIALS

Ph.D. in Education University of Sargodha, Punjab	2022
M.Phil. in Education Hamdard University, Karachi	2016
M.A. in Education Allama Iqbal Open University, Islamabad	2012
Associate Engineering (Electronics) School of Electronics (PAF)	2003

PROFESSIONAL EXPERIENCE

Training Manager • Aviation Training Department, Karachi 2017 – 2022

- Managed whole aviation training setup including Pre-service, CPD, Skill Enhancement, On-the-Job (OJT), Task-Oriented, Safety, and Compliance training.
- Managed record keeping, skill evaluation & categorization, trainee & trainer grading systems, and failure follow-up programs.
- Successfully inducted digitized lessons, training manuals, and assessment tests into aviation intranet systems.

Training Evaluator • Aviation Training Department, Karachi 2014 – 2016

- Program Evaluation:** Evaluated training program content, syllabus alignment, currency, efficacy, and usability.
- Trainee Evaluation:** Assessed subject knowledge, practical ability, procedure compliance, critical task performance, and troubleshooting.
- Trainer Evaluation:** Appraised instructor subject command, pedagogical skills, policy compliance, and task performance verification.
- Defect Trend Analysis:** Analyzed violations, equipment damages, training need analysis (TNA), and reporting feedback.

Trainer & Training Content Developer • Aviation Training Department, Karachi 2010 – 2013

- Authored curriculum syllabi, training manuals, lesson presentation slide decks, and quiz test banks.
- Developed comprehensive User, Operation, Maintenance, and Service Manuals.
- Executed classroom instruction, knowledge imparting, practical demonstrations, guided training, and safety enculturation.

CORE EXPERTISE & PROFESSIONAL PRACTICE

Procedural Development: SOPs, Checklists, Protocols

Curriculum Design: Online, Offline, Intranet LMS

Manual Authoring: User, Operation, Maintenance, Service

Course Architecture: Outlining, Syllabi, Alignment

Test Development: MCQ, Diagnostic, Formative, Summative

Training Audit: Trainee & Instructor Evaluation

DIGITAL TECHNOLOGY & LMS TOOLKIT

LMS Platforms:	Teachable, Thinkific, Udemy, Kajabi, Canvas, Adobe Captivate, H5P, Trainual, Playbook Builder
SOP & Procedure Tools:	Notion, Trainual, Scribe, MS Word
Office & Productivity:	MS Office 365 (Word, PowerPoint, Excel), Google Workspace (Docs, Sheets, Forms, Slides, Classroom)
Project & Web:	MS Teams, Asana, Monday.com, ClickUp, WordPress, HTML, CSS, Android Studio
Qualitative Research:	Literature Review, Qualitative Data Coding, Interviewing, Thematic Analysis, Academic Supervision
Languages:	English (Professional), Urdu (Native), Punjabi (Native)