



## Dr. Ernest Fahim Ph.D

### Board member

#### Area of Expertise:

Education Planning & Management

#### Professional

Managing Director  
Institute Lahore Academy

CEO  
Selinus University Italy (Support Office Pakistan)

Project Director/Principal  
American Lyceum International School

Newcastle Education System & Newcastle Group of Colleges

Representative IUM  
International University of Morality USA

#### Academic Qualification

Ph.D In Education Planning & Management Selinus University Italy (2018)

#### Professional Qualification

One Year Certificate in Education Planning & Management from Skill Development Council Islamabad.

Conducting Refresher Courses as Trainer for different Institutions with help of PEF/and Privately Managed groups.

#### Skills

Tasks that may be carried out in various roles include:

Working on committees including academic boards, governing bodies and task groups;

Skilled with recruitment, public or alumni relations and marketing activities;

Administering the 'student lifecycle' from registration or admission to graduation or leaving;

Providing administrative support to an academic team of lecturers, tutors or teachers;

Drafting and interpreting regulations and dealing with queries and complaints procedures;

Coordinating examination and assessment processes;

Maintaining high levels of quality assurance, including course evaluation and course approval procedures;

Using information systems and preparing reports and statistics for internal and external use;

Participating in the development of future information systems;  
Contributing to policy and planning;  
Managing budgets and ensuring financial systems are followed;  
Liaising with other administrative staff, academic colleagues and students;  
Liaising with partner institutions, other institutions, external agencies, government departments and prospective students;  
Organizing and facilitating a variety of educational or social activities.

**Communication Skills**

Urdu, English, Punjabi