**TAYYAB SHAH S/O SHERAZ GUL**

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## ABOUT ME

* **To obtain a high position in a Social Sector in a prestigious environment and hold a responsible position in an organization that best utilizes my experience in Sociological sciences, the highest priorities will be given to such a position in which I can render my services to safe guard humanity from Social Issues/problems & To work for the attainment of sustainable improvements in socio economic, education and the quality of life so that to increase the range of choices open to all.**

## EDUCATION

**(MA)**

**Master in Urdu**

### (University of Abdul Wali Khan University Mardan)

**(B.A)**

### BACHELOR of Sociology

### (University of Abdul Wali Khan University Mardan)

### (F.A)

### (Board of Intermediate & Secondary Education Mardan)

**(S.S.C)**

### Secondary School Certificate

### (Board of Intermediate & Secondary Education Mardan)

**EXPERIENCE**

**Tehsil Temporary Monitor (TTM)**

**World Health Organization**

### (March 2021 to till)

**Union Council Polio Officer (UCPO)**

**World Health Organization**

### (Jan 2015- to Feb 2021)

**Duty Station: Union Council Sheikh Yousaf Mardan.**

**Major Tasks**

**Active involvement in SIAs**

**Pre-campaign activities**

* **Planning, implementation and advocacy efforts for social mobilization**
* **Active participation in training at UC level.**
* **Selection of proper Frontline worker for quality work.**
* **Identification of HR Groups.**

**Intra-campaign activities**

* **Supportive supervision**
* **Active reporting**
* **Clusters/Monitoring**
* **NA and Refusal Coverage**
* **Analysis**
* **Operational Management**
* **Data collection**
* **Evening meeting**

**Post-campaign activities**

* **Post campaign assessment**
* **NA and refusal follow-up coverage**
* **Final Report**
* **AFP Surveillance**
* **Support to strengthen routine Immunization**
* **Perform duties as master trainer at Tehsil level**

**Social Mobilizer**

**Hired by CHIP Training & Consulting under contract with UNICEF Pakistan for Polio Eradication Initiative of Government of Pakistan.**

### (June 2012 to Jan 2015)

**Major Tasks**

* **Social Mobilization**
* **Community Engagements**
* **Community Sessions**
* **Hujra Sessions**
* **School Sessions**
* **Madrassa Sessions**
* **Refusal convincing**
* **Refusal Coverage**

**Supervisor**

**hired as Volunteer by Govt through BHU Sheikh Yousaf**

( Jan 2009 to May 2012 )

**Major Tasks**

**Make Micro plan**

**Make team Route map**

**Conduct Upec Meeting**

**Train Team for polio campaign**

**Supporting supervision**

**Checked team activity in field**

**Vaccine career**

**Vaccination angle**

**Chalking**

**Take a cluster in working area**

**Attend Evening meeting with teams**

**Data Compilation**

**Team Leader**

**hired as Volunteer by Govt through BHU Sheikh Yousaf**

( Jan 2008 to Jan 2009)

**Major Tasks**

**Vaccination**

**Fill Tellysheet**

**Daily Report**

**Data Submission**

**Attend Daily meeting for instructions**

## Certificates

1. **Certificate in project Master Trainer**
2. **Certificate of ilam possible from British Council**
3. **Certificate of Leadership Management from Province EOC**
4. **Certificate in Best Performance at Uc Level**

**Other Experience**

**More than Two 2 years teaching experience in different well reputed private schools.**

**Area Coordinator in a short term project at ittihad & co**

**Master Trainer at District Level.**

## Other Skills

* **Communication skill.**
* **Ability to perform general office duties, such as:**
* **Organizing paper work, filing and basic calculation.**
* **Work cooperatively in diverse environment.**
* **Ability to direct the work of others effectively.**
* **Self-motivated.**
* **Good cognitive reasoning skills.**

## PERSONAL SKILLS

* **COMMUNICATION**
* **ORGANIZATION**
* **TEAM PLAYER**
* **CREATIVITY**
* **SOCIAL**

## References

**Will be furnished on demand**

**If given an opportunity, it will be my earnest endeavor to perform to the best of my abilities and will strive to maintain the standard of your esteemed organization in most promising way with sincerity, loyalty, hard work and utilizing my skills to the entire satisfaction of my superiors.**

**Best Regards,**