**SYED NOMAN ASIF**

 ***Contact: 03339089082, 03019089082 Emal: S\_noman\_shah@yahoo.com***

**PERSONAL PROFILE**

 *Father-Name: Syed Asif Hussain*

 *Date.Of.Birth: March 08, 1989*

 *Nationality: Pakistani*

 *Domicile: Peshawar*

 *CNIC: 17301-9532538-3*

 *Marital Status: Married*

 *Address: Gulbahar no:3 Canal Town Peshawar.*

**EDUCATIONAL PROFILE**

***2014*** ***University of Peshawar****: Computer Science (M.Sc).*

***2011*** ***KPK Board of Technical Education*** (*Diploma in information technology).*

***2010*** ***University of Peshawar:*** *Computer Science (B.Sc).*

***2008*** ***Board of Intermediate & Secondary Education Peshawar:*** *F.Sc (Pre Engineering).*

***2006*** ***Board of Intermediate & Secondary Education Peshawar:*** *S.S.C (Science).*

**Certifications:**

1. ***Ssafe training (United Nation department for Safety & Security Pakistan).***
2. ***Open Data Kit (ODK) (World Health Organization Pakistan).***
3. ***Electronic Lot Quality assurance Sampling (World Health Organization Pakistan).***
4. ***Integrated Disease information management System (World Health Organization Pakistan).***
5. ***Health management Information System (World Health Organization Pakistan).***

**CO-CURRICULUM PROFILE**

***Certificate in District Higher Secondary School Cricket/Football tournament Peshawar in 2007-08*.**

**OPERATING SYSTEM**

***DOS, LAN, UNIX, WINDOWS XP/Seven/8/10.***

**APPLIED PACKAGES/Expertise**

***MS Office,***

 ***Expert Data Cloud Solution (EDCS online),***

 ***Geographical Information System (GIS WHO),***

 ***Management Information System (MIS),***

 ***Web designing,***

 ***Graphic designing,***

 ***Internet, intranet****.*

**COMPUTER LANGUAGES**

 ***C++, JAVA,***

 ***Oracle10g (developer)***

**LANGUAGES KNOWN**

  ***Urdu, English***

***Some other local languages***

**Professional Experience**

** Jazz**

**IT Asst**

*2019 (Current)*

Online customer queries handling,

SR generation via DBSS/ Siebel.

Efront online billing solution.

Daily sales reporting /Analysis. share finding via email with headoffice.

Android applications upgradation time to time.

Training conduction on newly launched apps

Postpaid customers experience record keeping hard and soft.

Analyze sales statistics gathered by staff to determine sales potential and inventory requirements and monitor the preferences of customers.

Systems hardware configuration.

****United Nations**

**Program Data Assistant Mardan Division**

*2015-2018*

**Responsibilities**

* Maintain and update a proper computerized information system of campaign data.
* Assist in getting campaign coverage data from all districts and its timely compilation and sharing with the provincial and federal offices.
* Update and analyze campaign data at district as well as union council levels. Identify problems/inaccuracy in data files and inform the supervisor enable timely corrections
* Provide full administrative support to the Program. Drafts, reviews correspondence. Takes notes at meetings.
* Arrange appointment, receive visitors, screen telephone calls, respond to routine request for information
* Make travel arrangement and process security clearances. Book accommodation and arrange airport transfers as necessary
* Coordinate with provincial offices and follow up on requests for renewal of UNLPs, contracts, travel, work permits, visas etc.
* Assist in the organization of meetings to be held at district levels and makes all administrative and logistic preparations
* Establish and maintain electronic and hard copies filing system of the technical unit.

****United Nations**

**Campaign Monitoring/DDM Focal Person Peshawar**

*2013-2015*

**Responsibilities**

* Ensure 100% micro plans desk revision and field validation.
* Assist in selection of appropriate vaccinators as per given criteria and in their distribution as per needed.
* Assist in monitoring of timely distribution of DDM Cards Desk review and field validation of all micro plans.
* Tally sheet analysis of the (during process) campaign.
* Monitoring and supervision of all “AIC and Team” training sessions and report submission to Polio Eradication Officer/Program Data Assistant.
* Reporting readiness according to NEAP indicators.
* Team deployment, Vaccine status and presence of must members.
* Report all the matters related to the field.
* Submission of campaign report with a short summary of issues to UPEC & PEO.
* Archiving all prime data and sharing a copy “UC Folder” with PEO consisting of:
* All UC micro plans.
* Team and Area wise readiness report, including Micro plans desk and field validation and tally sheet analysis of the UC.
* NA and Refusal Coverage and take actions against the Refusals.
* Hire religious person or contact and arrange the political interference in refusal coverage.
* Campaign report.

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**Software House: Database Developer**

*Feb 2013 – (Part time)*

**Responsibilities**

* Perform database programming for new and existing systems.
* Write scripts, stored procedures and functions for database system.
* Perform quality assurance tests for ensuring data integrity and quality.
* Resolve database problems, queries and error reports in accurate and timely manner.
* Coordinate with team members to perform database programming based on project requirements.
* Assist in planning and implementing the data integration and data migration activities.
* Provide valid inputs in database architectural discussions.
* Assist in identifying process improvements for database performance, reliability and stability.
* Provide programmatic guidance and support to team members when needed.
* Provide project updates and metrics to Managers on regular basis.
* Assist in preparing database functional and design specifications.
* Maintain accurate and complete database programming documentations

**References**

 *Will be provided on demand*

**My Contact information**

 *Cell phone*:

 *03339089082(Whatsapp),*

 *03129089082.*

 *Email:*

 *Official* *Asifs@who.int*

 *Personal S\_Noman\_Shah@yahoo.com*