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| ***Muhammad Amir Jan CV***  Picture 198 | | | |
| |  |  | | --- | --- | | **Profile:** | **Muhammad Amir Jan DOB: 01-03-1984 Gender: Male**  **S/O: Gul Zaroof Khan Nationality: Pakistani N.I.C No: 21506-2954304-7**  **Domicile: North Waziristan**  **Mailing Add: Siraj tea company Shop # 3, 1A Plaza Miranshah**  **Cell #: 03329178774, 03201910830**  **Whats app # 03329178774**  **E-mail Address: amirjanwazir@gmail.com** | | | | |
| Career Objective:  Experience | I intend to join international prestigious organization, Dynamic and progressive organizational environment which will be surely benefited by my abilities and give knowledge, recognition, achievement, pleasure and wealth on basic of my skill & capabilities. Furthermore, I would like to enhance my academic learning through practical implementation.  Career Scan:-   * Worked as UCPO, TCSP in PEI Pakistan since Jan 2012 till now * Worked as Additional field monitor PEI FATA at FR Bannu since Dec 2013 to June 2014.   1.   |  |  |  | | --- | --- | --- | | Organization | CTC under project PTPP(Polio Third party personnel) | | | Designation | | Tehsil Polio officer(TPO) | | Location | | Tehsil Garyoum, Dossali and Razmak | | Type of Exp | | Full Time | | Tenure | | March 2021 till to date (Continue) | | Description | | * Preparation of pre Campaign activities * Participation in tehsil level TPEC meetings * Facilitation of UC and Distt level pre campaign training * Insuring logistics supply to UC and area level before the campaign. * Participation in social mobilization activities. * Responsible for PTP (Permanent Transit Point ) data implementation * To prepare team AS and teamTraining plan. * To prepare Monitoring & Supervision Plan of Campaign * Arrangement of community AFP awareness Session. * Ensuring visiting to informal health care providers in AOR. * Submission of Zero report of health facilities to DPCR. * Facilitate DSO while investigating AFP cases. * Supporting stool collection process to DSO. * Monitoring of micro plans filed and disk validation. * Communicated the concern staff data of WHO with PEO. * During campaign monitoring & supervison of teams in the field. * Campaign data Analysis. * In the absence of PEO responsible for all data and others coordination. * Conducting post campaign LQAS and market survey. * Responsible of Concern Tehsil UCPO, s. * Responsible of RSP Data and coordination with them. * Participate in DPEC/ Readiness meeting. * Participate in Distt level pre and post campaign Meeting. * Participate in Distt level surveillance and EPI meeting. * Participate in Distt level campaign evening meeting. |   2.   |  |  |  | | --- | --- | --- | | Organization | CTC under project PTPP(Polio Third party personnel) | | | Designation | | Tehsil campaign support person (TCSP) | | Location | | Tehsil Garyoum, Dossali and Razmak | | Type of Exp | | Full Time | | Tenure | | Feb 2019 till to Feb 2021 | | Description | | * Preparation of pre Campaign activities * Participation in tehsil level TPEC meetings * Facilitation of UC and Distt level pre campaign training * Insuring logistics supply to UC and area level before the campaign. * Participation in social mobilization activities. * Responsible for PTP (Permanent Transit Point ) data implementation * To prepare team AS and teamTraining plan. * To prepare Monitoring & Supervision Plan of Campaign * Arrangement of community AFP awareness Session. * Ensuring visiting to informal health care providers in AOR. * Submission of Zero report of health facilities to DPCR. * Facilitate DSO while investigating AFP cases. * Supporting stool collection process to DSO. * Monitoring of micro plans filed and disk validation. * Communicated the concern staff data of WHO with PEO. * During campaign monitoring & supervison of teams in the field. * Campaign data Analysis. * In the absence of PEO responsible for all data and others coordination. * Conducting post campaign LQAS and market survey. * Responsible of Concern Tehsil UCPO, s. * Responsible of RSP Data and coordination with them. * Participate in DPEC/ Readiness meeting. * Participate in Distt level pre and post campaign Meeting. * Participate in Distt level surveillance and EPI meeting. * Participate in Distt level campaign evening meeting. |   3.   |  |  |  | | --- | --- | --- | | Organization | World Health Organization ( WHO) | | | Designation | | Tehsil campaign support person (TCSP) | | Location | | Tehsil Garyoum, Dossali and Razmak | | Type of Exp | | Full Time | | Tenure | | Sep 2015 till Jan 2019 | | Description | | * Preparation of pre Campaign activities * Participation in tehsil level TPEC meetings * Facilitation of UC and Distt level pre campaign training * Insuring logistics supply to UC and area level before the campaign. * Responsible for PTP (Permanent Transit Point ) data implementation * To prepare team AS and teamTraining plan. * To prepare Monitoring & Supervision Plan of Campaign * Arrangement of community AFP awareness Session. * Ensuring visiting to informal health care providers in AOR. * Submission of Zero reports of health facilities to DPCR. * Monitoring of micro plans filed and disk validation. * Communicated the concern staff data of WHO with PEO. * During campaign monitoring & supervison of teams in the field. * Campaign data Analysis. * In the absence of PEO responsible for all data and others coordination. * Conducting post campaign LQAS and market survey. * Responsible of Concern Tehsil UCPO, s. * Responsible of RSP Data and coordination with them. * Participate in DPEC/ Readiness meeting. * Participate in Distt level pre and post campaign Meeting. * Participate in Distt level surveillance and EPI meeting. * Participate in Distt level campaign evening meeting. | |  |  |

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|  | |  |  |  | | --- | --- | --- | | Organization | World Health Organization ( WHO) | | | Designation | | UCPO | | Location | | Area Garyoum,Dossali,Assad khel,Musaki New UC names are Garyoum & Dossali2 | | Type of Exp | | Full Time | | Tenure | | Jan, 2012 till to Sep 2015. | | Description | | * Participation precampaign activities * Participation in MP revision, Desk and field validation of MP * Participation and conducting AS and team training plan. * Participation in the UPEC meetings. * Ensuring logistics supply to the UC before starting the campaign. * Participation in social mobilization activities before the campaign. * Preparation of UC level monitoring and supervison plane . * Monitoring and supervison during campaign. * Participate in daily UC level evening meetings . * Daily campaign tally sheet data analysis. * Reporting of campaign data to district levels. * Participate in Post Campaign activities. * Conducting PCA activity after campaign. * Responsible for PTT (Permanent Transit Teams ) * Communicated the concern staff data of WHO with PEO. * Participate in surviellance related sessions. * Visiting of informal health care providers in concerned UC. * Facilitate PEOs while investigating AFP cases. | |  |  |

Qualification**:**

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| Degree/Certificate name | Board/University | Passing Year |
| SSC | Bise Bannu | 2000 |
| F.sc | Bise Bannu | 2003 |
| BBA | Gomal University | 2006 |
| MBA | Gomal University | 2008 |
| CT | AIOU Islamabad | 2013 |
| B.Ed | AIOU Islamabad | 2015 |

Trainings and Seminars:

1. Two days UCPW initial induction training at WHO provincial office Peshawar.
2. Two days measle training at Shelton guest house Peshawar
3. Two days IPV training at EOC KP Peshawar.
4. Two days TCSP induction training at Peshawar
5. Two days LQAS training at Shelton guest Peshawar
6. Two days LQAS refresher training at Peshawar.

Coputer skills:

ICT from global institute Bannu

MS Office (MS-Word, Power point, MS-Excel) Internet, email, whatsapp

Languages:

Pashto, Urdu, English

References:

**Dr M.Naeem khan (03339412037)**

**Dr M Rafiq (03319191407)**

**Dr.Mumtaz (03339322149)**

**Dr Adnan Ali khan (03330499292)**

**Dr.Sarfaraz khan Afridi (0300-5908373)**

**Dr Abdur Rehman (0300-5825365)**

**Dr.Yasir Hamayun (03335594791)**