



## Curriculum vitae

### Personal Information

**NAME** GOHAR AYUB KHAN  
**ADDRESS** • Village Hassu Khel Post Office Mir Ali Tehsil Mir Ali  
District North Waziristan  
**TEL** • 0332 0989126  
**EMAIL** • Gohar.khan6@gmail.com  
**NATIONALITY** • PAKISTANI  
**DATE OF BIRTH** • 30.03.1995  
**GENDER** • MALE

### Work Experience

**DATES** • Since June 2021 To October 2021  
**POSITION** • Focal Person and Field Supervisor  
**RESPONSIBILITIES** • Prepares Monthly , Quarterly and Annual Plans and  
Facilitates the Effective Implementation of the Planned  
Activities of the Project,  
• Coordination with local Administration and Army  
Officers.  
**TYPE OF PROJECT** • MONITORING AND ASSESSMENT OF UNDP FUNDED  
ACTIVITIES

**DATES** • Since February 2020  
**POSITION** • Data Validation Officer  
**RESPONSIBILITIES** • Analyze results from allotted programs to assure  
accurate, complete documents and results.  
• Recommend changes to Working Instructions (WIs)  
and Standard Operation Procedures (SOPs).  
• Ensuring That Data Are Correctly And Completely  
Recorded & Reported Confirming That Informed.  
**TYPE OF PROJECT** • WFP FFA-CASH LIVELIHOOD PROJECT N.W.A

## Work Experience

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|-------------------------|--|
| <b>DATES</b>            | • Since August 2019 To February 2020   |
| <b>POSITION</b>         | • Monitoring Officer And Data Enumerator   |
| <b>RESPONSIBILITIES</b> | <ul style="list-style-type: none"><li>• Develop and strengthen monitoring, inspection and evaluation procedures</li><li>• Provide input and update information related to Project Outcome</li></ul>  |
| <b>TYPE OF PROJECT</b>  | • WFP FFA-CASH LIVELIHOOD PROJECT N.W.A  |
| <b>DATES</b>            | • Since March 2019 To August 2019  |
| <b>POSITION</b>         | • Field Supervisor   |
| <b>RESPONSIBILITIES</b> | <ul style="list-style-type: none"><li>• Focused Group Discussion With Different Community Members.</li><li>• Ensuring That Data Are Correctly And Completely Recorded &amp; Reported Confirming That Informed.</li><li>• Provide Feedback To The Project Manager On Project Strategies And Activities.</li></ul> |
| <b>TYPE OF PROJECT</b>  | • COMPREHENSIVE FOOD SECURITY & LIVELIHOOD ASSESSMENT.   |
| <b>DATES</b>            | • Since September 2018 To December   |
| <b>POSITION</b>         | • Field Supervisor   |
| <b>RESPONSIBILITIES</b> | <ul style="list-style-type: none"><li>• Monitor All Project Activities ,Expenditures And Progress Towards Achieving The Project Output.</li><li>• Ensuring That Data Are Correctly And Completely Recorded &amp; Reported Confirming That Informed.</li></ul>  |
| <b>TYPE OF PROJECT</b>  | • FATA TRANSITION AND RECOVERY PROGRAMME, UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP), INSTITUTE OF MANAGEMENT STUDIES, UNIVERSITY OF PESHAWAR.  |

## Work Experience

- DATES** • Since January, 2019 To March 2019
- POSITION** • Data Entry Operator (DEO)
- RESPONSIBILITIES**
  - Data Entry
  - Cleaning Of Data
  - Reporting To Data Validation Officer
  
- TYPE OF PROJECT** • FATA TRANSITION AND RECOVERY PROGRAMME, UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP), INSTITUTE OF MANAGEMENT STUDIES, UNIVERSITY OF PESHAWAR.

## Education

- DATES** • 2021
- QUALIFICATION AWARDED** • M.B.A
- PRINCIPAL STUDIES** • Finance
- INSTITUTION** • Institute Of Management Studies University Of Peshawar
  
- DATES** • 2018
- QUALIFICATION AWARDED** • B.B.A (HONS)
- PRINCIPAL STUDIES** • Finance
- INSTITUTION** • Institute Of Management Studies University Of Peshawar
  
- DATES** • 2014
- QUALIFICATION AWARDED** • Intermediate (FSc)
- PRINCIPAL STUDIES** • Pre-Medical
- INSTITUTION** • The Crescent Public School And College Mir Ali District North Waziristan
  
- DATES** • 2013
- QUALIFICATION AWARDED** • Inter
- PRINCIPAL STUDIES** • Science subjects



## Curriculum vitae

- INSTITUTION**
- The Crescent Public School And College Mir Ali District North Waziristan

### Trainings/Certifications

- DATES**
- 2021
  - Training On United Nation Development Programme (UNDP) Monitoring And Assessment Tools (Four days)
- DATES**
- 2019
  - Training On Comprehensive Food Security & Livelihood Monitoring And Assessment Tools by (WFP)(Four days)
- DATES**
- 2019
  - Training On Comprehensive Food Security & Livelihood Assessment Survey Tools by (WFP) (Four days )
- DATES**
- 2019
  - Training On United Nation Development Programme (UNDP) Monitoring And Assessment Tools (Four days)
- DATES**
- 2016
  - Capacity Building Initiative For Youth Of FATA By UNDP Pakistan (Three Month)

### ADDITIONAL INFORMATION

#### Skills and Competences

- Excellent Verbal Communication Skills
- Cross -Cultural Communication Skills
- Great Listening Skills
- Ability To Work Under Pressure
- Teamwork

#### LANGUAGE SPOKEN

- Pashto (Mother Tongue), English , Urdu

#### ORGANISATIONAL SKILLS AND COMPETENCES

- Creating And Keeping Deadlines
- Goal Setting And Meeting Goals
- Team Management
- Making Schedules
- Decision Making

#### COMPUTER SKILLS AND COMPETENCES

- MS Word, MS Excel, MS Power Point.



## Curriculum vitae

### REFERENCE

- Zulifiqar Khan (PASS -Pakistan Audit & Account Service) Controller, Military Accounts (CMA) Inter Services Organization (ISO) Ministry of Defence Military Accountant General (MAG) CMA Complex, Kashmir Road Sadder Rawalpindi.
- Contact: Office 051-9270704 Mobile: 03365079561
- Dr Zia Obaid Professor at Institute Of Management Studies University Of Peshawar
- Contact: Mobile:03341990761
- Nazam Dawar Chairman Tribal Development Network TND.
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