Resume of

**Mr, Tanveer Ahmad**



### Postal Address

**Village Mubarak shahi (Area Naurak UC Mirali-7) Post office Mirali District North Waziristan**

**Permanent Address:**

 ***Village Mubarak Shahi post office Mirali***

***Tehsil# Mirali, Trible District North Waziristan Kpk pakistan.***

***CNIC:21505-1879461-7***

***E-mail Address:***

*tanveerdawar9@gmail.com*

*Personal Cell Number:03108183888/03058183888*

|  |  |
| --- | --- |
| Career Objectives**:** | **Seek to work in an environment that will challenge me further; while allowing me to contribute to the continued growth, development and success of the organization. Obtain a position that will provide me the ability to apply my work experience to a growing organization. Look forward to working with an organization that promotes development and provides me with the opportunity to meet and exceed assigned development goals. To use Participatory Rural Development approach for socio-economic and social Business marketing development to bring positive change in human behavioral through planning, management, team building, attitude, mutual understanding and mobilization to accomplish the challenging targets.** |
| **Personal information** | **Belong to: North Waziristan Agency****Name:- Tanveer Ahmad****F/Name:- Hakim khan****CNIC No:- 21505-1879461-7****Married status: Married****Nationality: Pakistani****Hobbies: Reading Books and News Paper****Language: Pashto, Urdu and English****Religion: Islam** |

**ACADEMIC RECORD**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **SNo** | **Degree** | **Year** | **Marks** | **Division** | **%age** | **Board/University** |
| **1** | **SSC Science** | **2011** | **782/1050** | **1st** | **74.47** | **B.I.S.E Bannu** |
| **2** | **Fsc(Pre-Engineering)** | **2013** | **775/1100** | **1st** | **70.45** | **B.I.S.E Bannu** |
| **3** | **Bsc(Pre-Engineering** | **2015** | **307/550** | **2nd** | **55.81** | **UST Bannu** |
| **4** | **M.A(Politicle science)** | **2020** | **377/900** | **2nd** | **41.88** | **UST Bannu** |
| **5** | **DIT** | **2017** | **726/1000** | **2nd** | **73** | **BTPE Islamabad** |
| **6** | **CT** | **2017** | **570/900** | **2nd** | **63.33** | **AIOU Islamabad** |

**MAJOR COMPUTER COURSES**

* **MS Office (Word, Excel, Power point)**
* **Internet**
* **Computer Hardware & Software**
* **6 months English speaking and writing courses**

**EXPERIENCE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***SNO*** | ***Job Title*** | ***Company Name*** | ***NO Of Years*** | ***Brief Job Description*** |
| **1** | **Union Council Polio Officer (UCPO)** | **World Health Organization(WHO)** | **3 years** | * **Union Council polio officer (UCPO) in CHIP/CTC with World Health Organization (WHO) from 15/10/2019 to 17/08/2022 with the following duties and responsibilities.**
* **Micro-planning:-Assist in preparation and updating SIA micro-plans. Validate the micro-plans in the field. Help in identifying and mapping high-risk areas in the specific UC.**
* **Assist in selection of appropriate vaccinators as per given criteria and in their distribution as per need.**
* **Follow up and report to PEO on timely payment of incentives to the frontline workers.**
* **Training:-Assist the DPEOs, and district trainers in planning, coordinating, and organizing training session for vaccination teams and supervisors.**
* **Monitoring:-Monitor the process of implementation of the campaign as per guidelines and provide feedback to DPEO.**
* **Data collection and analysis:-Collect and collate the tally sheet data from the area of responsibility on daily basis.**
* **Ensure proper implementation of SIAs with special attention to hard-to-reach areas and under-served high-risk populations.**
* **Attend the daily evening review meeting at UC level for every SIAs and record the findings/observations for corrective action on the following day of the campaign.**
* **Collection and submission of weekly zero reports from all HCFs in their UC to DHO every Monday.**
* **Visiting all priority 3 health facility sites and assigned informal healthcare providers, to inquire about AFP cases.**
* **Immediate reporting of any AFP case found to the PEO/DSC.**
* **Facilitating in AFP cases investigation and stool sample collection.**
* **Any other task assigned by the provincial Team Leader**
 |
| **2** | **Area Supervisor** | **CHIP/CTC** | **3 years and 8 months** | * **Work as Community Health worker (CHW) 1 year 8 months and 2 years’ experience as Area Supervisor” in CHIP/CTC from 04/02/2016 to 15/10/2019 with the following duties and responsibilities.**
* **Conducting pre-campaign activities particularly planning, and preparing Micro-plan, and mobilization strategies at the union council levels.**
* **Directing, training and orientation of CHWs.**
* **Reporting to concern Supervisor.**
* **Make ensure all protocols of polio during campaign.**
* **Support the trainings in the pre-campaign phase; for various categories of health workers involved in vaccination.**
* **Monitor and supervise the work of all categories of health workers during the Implementation phase of the campaign and share the key observations and recommendations / action points with responsible authorities on daily basis.**
* **Monitor the utilization of resources and report issue, if any.**
* **Make sure the pre and post activities of CHWs .**
* **Meeting with the influencers for best interest of the project.**
* **Documentation, weekly and monthly reporting to line manager.**
* **Carries out supervisory responsibilities in accordance with the organization policies and applicable laws.**
 |
| **3** | **Middle school Teacher** | **Public school** | **2** | **I though according school syllabus and encouraged the students of my school which situated in very backward area oou district to continue your study.** |

**LANGUAGES**

* **Pashto**
* **Urdu**
* **English**

**Skills**

* **Good Communication/ Presentation skill**
* **Leadership**
* **Report writing**
* **Management**
* **Dealing**

**Trainer*:***

* **BCC (Behaviour Change Communication).**
* **Social mobilization and Organization.**
* **Routine Immunization.**
* **Vaccine Management.**

**REFERENCES*:***

* **Mr.Dr M.Rafeeq Immunization Officer NWTD**

**Mob.0344 9842431**

* **Mr. Dr Khandat Khan X-PEO NWTD**

**Mob. 0333 995050883**

* **Javid Noor ( WHO TCSP)Tehsil Mir Ali**

 **Mob. 03331531940**