## **Kamran ullah**

**Curriculum Vitae**

Cell: 03335692223

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## **ADDRESS:**

**Postal Address: Dawar Land P/O Boya, Tehsil Datta Khel, North Waziristan Tribal district.**

##  **Career Objectives**

Pursuing a challenging career in a reputable organization that seeks personnel with potential for growth and advancement and where my education, experience, and skills could be utilized in achieving organization’s goal and to be a part of such a dynamic organization where my skills could essentially contribute towards the achievement of organizational objectives. I believe that team work is a trick behind the success of any organization..

##  **Personal Information**

Date of Birth : 04/04/1983

Religion : Islam

C.N.I.C No : 21501-0996765-3

Nationality : Pakistani

** Academic Qualification:**

**Degree Name : MBA (HRM)**

Division : 1st Division.

Completion date : 2012

Institute : Surhad University of Science and technology Peshawar

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Division : 1st division

Completion date : 2006

Institute : Kohat University of Science and Technology

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**Degree Name : D.Com (Diploma of commerce)**

Division : 2nd division

Completion date : 2003

Institute : Miran shah commerce college and management sciences

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**Degree Name : S.S.C (Science)**

Division : 2nd division

Completion date : 1998

Institute : Government High School Muhammad Khel FATA Pakistan

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Degree Name. :. DIT

Division. :. Ist division

Completion date. :. 2021

Institute. :. Technical board Peshawar

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** Training and Seminars attended:**

* Induction trainings by CHIP training & consulting regarding field work for polio eradication

** Experience with Organizations:**

**(1)**

**Employer: CHIP Training & Consulting Private Ltd. Islamabad**

Duration: August 29, 2016 to May 31, 2020.

**Position: Unit Supervisor**

 **Duties and Responsibilities:**

* + To support Area Supervisors (ASs) for up to the mark field activities and educating the community about ongoing activities for polio eradication and routine immunization.
	+ To identify, recruit, train (build capacity of ASs on skills, effective counseling such as partnership building, planning etc) and supervise social mobilizers in high risk areas (HRAs).
	+ To facilitate SM Induction Training as well as all Refresher Trainings with the help of Line Managers.
	+ To provide exhaustive field orientation and on-the-job training to the SMs.
	+ To identify and motivate religious leaders, elders, school teachers and other local influencers the UC level and particularly in resistant pockets to support Polio Eradication Initiative (PEI).
	+ To facilitate regular UC Social Mobilization Working Meetings.
	+ Tracking and mapping of highest risk areas for communication activities.
	+ To identify UC level activities for inclusion in Agency level communication plan communicate to Agency Health Communication Support Officer (AHCSO).
	+ To ensure influential religious leaders, elders, etc are included in team micro plans.
	+ To assist in preparation of SM plan for the respective areas.
	+ To prepare detailed monthly plan by the 1st of every month.
	+ To monitor effectiveness of SMs and the activities conducted by him or her.
	+ To ensure orientation of Religious and community leaders at the UC level.
	+ To ensure quality of Log refusal books by the SMs and to ensure data corresponds to planned activities.
	+ To support government partners during polio rounds to cover missed households.
	+ During house to house campaigns ensure that SMs accompany vaccinator teams and help the team in vaccinating all the children in the community.
	+ Weekly feedback to AHCSO on progress, constraints and performance.
	+ Reporting forms and formats on monthly basis.
	+ Interpret SM data for planning specific intervention and assist SMs in the implementation

** Experience withOrganization:**

 **(2)**

**Employer: CHIP Training & Consulting Private Ltd. Islamabad**

Duration: August 14, 2016 to August 29, 2016.

**Position: Area Supervisor**

**Duties and Responsibilities:**

* Monitor and supervise the field work of community health workers.
* Coordinate with all community health workers on gathering, compiling HH vaccination data on weekly/ monthly basis.
* Weekly monitoring and supervision plan to include a full day with each supervisee and a weekly report to UCO and DHCSO
* Submit the compiled HH vaccination coverage and missed children data to UCO and DHCSO for onward submission to the data support centers on a daily basis during campaign (5th day) and weekly post campaign
* Brief and share the HH level missed children data with UCMO for inclusion in the micro plans for the next campaign.
* Provide on job trainings on IPC, data collection / compilation/on agreed formats / tools
* Cross verify data (30%) of CHW logbooks every month) through desk & field reviews
* Data analysis to review trends of children vaccinated and missed of HR population groups. Highlight unusual movement patterns of HR population groups.
* Brief MO on the RI status of the HHs and share the list of defaulters for RI outreach
* Any other on PEI / EPI activities

**Experience with organization**

 **Employer:** **CHIP Training & Consulting Private Ltd. Islamabad**

Duration: September 2020 up to date.

**Position: Union counsil communication support officer.**

Duties and Responsibilities:

Coordinate with UPEC for quality collaboration and coordination in all campaign activities.

Analysis of 10 % Tally sheets/ missed children lists in five days of the campaign to identify reasons/ patterns of refusals and areas of intervention

Coordinate with partner relevant stakeholders to respond to refusal clusters reported during campaign days.

Participate in morning and evening meetings at UC level during campaign days to ensure appropriate use of the resources provided for communication activities and to both address and provide feedback on communication related issues

Follow up with the data team on data collection of communication indicators.

Monitor and supervise SMs and make notes to be submitted in the monthly reports.

Support SMs during door-to-door IPC activities

Support in addressing cluster of refusals through identified influencers

Support in Monitoring and supervision of the campaign including teams IPC skills

**In between campaigns**

Identify potential entry points / stakeholders at the UC and community levels

Prepare and update the Social Maps and UC social profiles and support the process of updating micro-plans with special focus on high-risk group

Ensure that the evidence based social mobilization / community engagement plan is regularly updated and included in the micro-plan

Ensure implementation of UC level communication activities

Track and engage with families of missed children

Ensure understanding of refusals through social profiling and Support in addressing cluster of refusals through identified influencers

Address misconceptions by providing answers to frequently asked questions and working to raise awareness and create demand for polio vaccination through locally appropriate communication interventions. Ensure Display and distribution of the IEC Material in the UC

Participate in UPEC meetings to support campaign preparedness

Monitor and supervise the AIC / team training for the IPC component to ensure quality and provide feedback to the concerned authorities

Build capacity of the social mobilizers in IPC, community engagement and social mobilization

Lead challenge mapping exercise at UC level and regularly update

Ensure timely submission of the report

Follow up with the data team for data compilation / analysis and sharing for planning purposes on communication indicators

**Deliverables**

Update micro-plans with Social Maps and UC profiles

Prepare evidence-based UC social mobilization / CE plan and make it part of the UC micro plan

Participate in and support UPEC meetings

Regularly updated challenge mapping exercise

Organize and facilitate locally appropriate communication interventions with participation of the influencers and care givers

## **KPIs**

UC micro-plan updated with social maps and UC profile (Y/N)

Social mobilization plans available for the UC for the campaign (Y/N)

# of community engagement activities organized vs facilitated / attended by the UCO

10% analysis of the tally sheets/ missed children lists per day during campaign done (Y/N)

Mobilization of influencers to accompany teams for refusal conversion (# and %)

Refusals converted among recorded (# and %)

## **Capabilities Required**

**Core competencies**

Ability to work effectively in teams

Active listening ability and accurate questioning skills

Ability to build and sustain strong relationships

** Experience with School Teaching:**

**(3)**

**Employer: Iqra Public High School Land Char khel NWTD.**

Duration: April 10, 2006 to December 31, 2009.

**Position: Middle school teacher**

**Duties and Responsibilities:**

* Taught English, Maths, Pak studies etc.
* Responsible for arranging sports galas**.**

** Experience with Whole seller of chromite (Stone):**

**(4)**

**Employer: New shahid enterprise Northern by pass Karachi Pakistan.**

Duration: March 3, 2013 to May 31, 2014.

**Position: Site supervisor of labour.**

**Duties and Responsibilities:**

* Recording details of chromite stone on arrival to main store.
* Conducting sampling of chromite stone and sharing reports with company.
* Supervising activities of labor force
* Maintaining pay roll of labor force in the factory.

** Computer Skills**

* Confident in Power Point, MS Office, Excel, Word, Internet, Editing
* Command on Computer Software.
* Internet and E-mail Applications.

** Languages:**

**(1)**Pashto Mother Tongue **(2)** English Speak, Read, Write **(3)** Urdu Speak, Read, Write

** References**

**(1)**

 **Farid Azam**

District Health communication support officer (DHCSO) Sub Division Miran shah

CHIP Training & Consulting Pvt. Ltd

(Polio Eradication Initiative

 **Email: fariddawar14@gmail.com**

**Cell: 03339499045**

 **(2)**

 **Riaz Aslam Mehsud**

CBV Manager of NWA & FR Bannu

 CHIP Training and Consulting PVT, LTD

**Email: riazdso@gmail.com**

 **Cell: 03359890522**