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| Permanent Address: GorgoraArang P/O Gardai Tehsil UtmanKhelBajaur Agency-FATA.Current Address: Peshawar |  |  | Contact: 03435225332, 03205744989Email:ahmadkhan.irc@gmail.comCNIC: 21107-8539467-7DOB: 11th March, 1987F/Name: Sahib Zada |

**Ahmad Din Khan**

**CAREER OBJECTIVE**

An analytical, enthusiastic professional with sound track record, well-groomed and professionally sound to work for down trodden communities’ development through best use of learned & practiced techniques in organizing and mobilizing as well as in coordination in line with the set objectives of the projects successfully by producing excellent results in stipulated time frame. Working experience with Communities, NGOs, INGOs Local Government, Town Municipal Administration, Stakeholders Governments Agencies / Depts. self-motivated & having the mission to serve the needy, sufferers with commitment, keen to working under the plate form of a well-established institution desires to work with your esteemed organization.

**PROFESSIONAL EXPERIENCE**

**District Coordinator (Integrated Health System Strengthening-Service Delivery IHSS-SD)**

**Contech International Health Consultants**

**7th February, 2022 till 30th September, 2022**

**Place of Work: District Bajaur**

**Responsibilities:**

* Overall, in-charge of District COVID-19 Vaccination Activity under the USAID’s IHSS-SD Activity project.
* Lead in developing field activity micro-plans in consultation with the district EPI representative, allocated outreach vaccinators, selected NGOs and other line departments in the district.
* Supervise performance of CVC on daily basis and inform Project Manager at Contech International and JSI designated staff.
* Ensure correct and updated daily entry of vaccinated clients in National Immunization Management System by Data Entry Operator and keep record of hard copies in systematic way.
* Observe cleanliness of CVC according to the standard Infection Prevention and control check-list
* Take pictures of vaccination activities from static and outreach and share with Contech and JSI designated staff.
* Prepare and share regular ‘Vaccination Report’ on weekly, monthly and quarterly basis on prescribed formats and donor requirements.
* Ensure proper placement and utilization of provided furniture and fixtures in the CVC.
* Coordinate with Local NGOs for outreach social mobilization activities and support in preparing work-plan for field activities.

**Social Mobilizer (Alternative Livelihood Option Project-ALOP, INL)**

**Food and Agriculture Organization of the United Nations (UN-FAO)**

**28th October, 2019 till 30th September, 2021**

**Place of Work: District Bajaur**

**Responsibilities:**

* Community mobilization through awareness rising, dialogue and using PRA/RRA tools to identify and prioritize the needs related to agriculture-based livelihoods of the intervened area.
* Organization of monthly meetings of communities for planning and implementation of project activities in the target area.
* Arrangement of monthly meetings of Farmers Groups and ensuring record keeping and highlighting of their issues in different forums to mitigate them in stipulated time.
* Coordination with relevant stakeholders and proactively communicate any issues that might affect the project implementation and engage community support with guidance from the Project Officers.
* Conduction of FFS Session at fortnightly interval on Onion and Peas crops at the selected villages.
* Assessment for RABI and KHARIF Seeds and distribution of seeds according to the protocol of FAO.
* Assistance to Project Officers in preparation and submission of case studies /success stories and other events.

**WASH Officer (LIFE-Pakistan Project)**

**International Rescue Committee (IRC)**

**1st January 2019 to 11th November, 2019**

**Place of Work: District Peshawar**

**Responsibilities:**

* Ensure the availability of accurate, complete and up-to-date information required for effective WASH programme implementation, management, monitoring and evaluation with a particular focus on inclusiveness.
* Provide technical support to relevant Government agencies in order to develop capacities related to their roles and responsibilities in the Rural WASH Sector.
* Participate in inter-sectoral collaboration with other programme colleagues, primarily Supply/ Procurement, Education, Health and Local Governance to identify priority needs and appropriate strategies, share information and provide advocacy on water and environmental sanitation.
* Organize and attend regular meetings with government counterparts, contractors and other partners to analyze and evaluate designs, processes, facilities and outcomes to ensure achievement of objectives and attainment of sustainability.
* Ensure effective communication and networking developed and maintained through partnership and collaboration with members of the development community, including NGOs, UN and bilateral agencies.
* Ensure successful preparation and delivery of WASH technical outcomes during scoping, development and implementation phases of WASH initiatives.
* Lead the delivery of WASH services for clients to meet the IRC standards and / or the national WASH standards, depending on the context.

**Community Outreach Officer (Family Planning and Post Abortion Care)**

**International Rescue Committee (IRC)**

**16th May, 2017till 31st December, 2018**

**Place of Work: District Peshawar, Nowshera, Mardan, Charsadda, Sawabi.**

**Responsibilities:**

* To identify and mitigate obstacles which restrict clients from services of Family Planning and Post Abortion care.
* Conduction of Health Timing Space in Pregnancy training for the LHV’s, LHW’s and Doctors.
* Engage of target clients for the sensitization of FP/PAC education and rights.
* Provision of FP/PAC kits to the target BHU’s RHC and Type D Hospitals for the achievement of target goal.
* Celebrate special days (Women Day, Population Day) at project areas for the importance of FP/PAC services.
* Shrink the gap between services seekers and services providers.
* Link particularly those with services who might not otherwise have access to these services.
* Engage & empower the clients to win true partnership of communities in programs of their own well-being.
* Support and encourage better interaction of clients with & between different actors and organizations.

**Social Mobilization Officer (Environmental Health)**

**International Rescue Committee (IRC)**

**19thFebruary 2016 to 31st March 2017**

**Place of Work: District Peshawar, Nowshera, Mardan, Charsadda, Sawabi.**

**Responsibilities:**

* Effectively supervise, trained and facilitate Social mobilizers, Village Activist (VA) and Village WASH Committees (VWC).
* Conduct training of selected community activists (change agent) on health and hygiene promotion to enable them to conduct onward sessions to target communities.
* Raise WASH profile of target area by implementing CLTS/SLTS PHAST approaches effectively and declared villages as Open defecation Free (ODF).
* Conduction of quality hygiene promotion sessions in the target community to ensure the positive practices in the intervened area.
* Coordinate with technical staff responsible for construction of water & sanitation structures in the target areas.
* Collect and prepare case studies and success stories during the project life.
* Organize WASH related events effectively and efficiently on need base and properly maintain record and reports.
* Collection, compilation, implementation and monitoring of Environmental Health (EH) Plan of the target area.
* Participate in the development of IEC material on WASH with Hygiene Promotion Manager.

**Survey Coordinator (Maternal Child Care Project MCCP II)**

**Prime Foundation Pakistan**

**31st August 2015 to 20December 2015**

**Place of Work: District Tank**

**Responsibilities:**

* Delivered comprehensive data collection training to Team Leaders and Enumerators.
* Effectively monitoring of the field team and properly organized to collect data for analysis.
* Effective communication and coordination with internal organization staffs as well as other relevant administrative departments.
* Preparation of Job descriptions for Team Leaders, Community Mobilize and Survey Enumerators.
* Evaluate the performance of team members and identify training needs for their capacity building.
* Responsible for the planning, implementation and monitoring of MCCP Survey in the target area with stipulated time.
* Managing of # 27 of staff (Team Leaders, Data Quality Supervisors & Survey Enumerators) for Survey and Medical Camps.
* Submission of each survey report to high-up for the analysis and decision making in future.

**Project Coordinator (Education & WASH)**

**Alfalah Development Foundation (ADF)**

**1stDecember 2014 to 31st August, 2015**

**Place of Work: District Nowshera, KPK**

**Responsibilities:**

* Overall management and implementation of program measures for the soft component of project.
* Developing of Detail Implementation Plan, data Collection tools & reporting formats.
* Effective planning, implementation and monitoring of activities of soft component in the areas continuing professional development of teachers &activation of PTCs.
* Providing input and contribution to program periodic reporting and monitoring requirements as per prescribed tools.
* Technical / professional support in trainings workshops conducted for schools teachers, students and stakeholders.
* Managing and execution of budgets according agreed Annual plan and activities.
* Strong liaison and coordination with key stakeholders of the project for smooth implementation of project deliverables.

**Training Officer (Education)**

**Help In Need (HIN)**

**11th July 2014 to 30thNovember, 2014**

**Place of Work: Mohmand Agency-FATA**

**Responsibilities:**

* Reporting to Donor Agency regarding training related activities throughout the project life.
* Coordinate a staff-training program based in organizational and employee needs.
* Facilitate in-service professional development activities in the UC/Tehsil/District that include face-to-face trainings, follow-ups and roll out of TIG activities.
* Support teachers in implementing newly learned concepts and skills through regular follow-up support visits to schools.
* Work in close collaboration with teachers, head teachers and  concerned education officer(s) in preparing and implementing school/ union council/ tehsil based reading improvement plans and strategies
* Assist District Program Manager in managing administrative and logistic issue for a smooth implementation of program activities in the district.
* Development of Information Education Materials (IEC) in Urdu and English language.
* Conducted child rights & Conflict resolution sessions for the SRC.

**Field Officer (Livelihood through Media)**

**Raabta Consultants (Pvt) Limited**

**13th January 2014 to 31st May 2014**

**Place of Work: Dera Ismail Khan and Tank, KPK**

Responsibilities:

* Identifying community activists as Listener Club Coordinators in the project area.
* Assisting, supporting and training Listener Club Coordinators to form Listener Clubs under a social mobilization framework.
* Assisting Listener Club Coordinators and community members to identify needs, analyse problems, generate solutions and build linkages around increasing their economic opportunities.
* Maintaining regular contact with Listener Club Coordinators.
* Follow up on the progress of Listener Clubs through regular field visits and reports.
* Liaise with relevant stakeholders, organizations or institutions working in the field.
* Assist in monitoring and evaluation of Listener Club Coordinators and Listener Clubs.
* Closed coordination with program producers and technical team.

**Hygiene Promoter (WASH)**

**Islamic Relief Pakistan (IRP)**

**4th April 2013 to 24thJanuary, 2014**

**Place of Work: Mohmand Agency-FATA**

**Responsibilities:**

* Budget prepared for the Water Sanitation & Hygiene activities.
* Designing of hygiene tool kits at community and school level according the desire and need the intended community.
* Identification & Feasibility of the latrine, Solar Tube Well and Solid Waste pits at community level.
* Deliver trainings on Water, Sanitation and Hygiene (WASH) to the target beneficiaries.
* Coordination with upper Management and local organization regard the project activities.
* Conducting Knowledge, Attitude Practices (KAP) Survey and FGD’s for the Identification of project beneficiaries.
* Distributed of Hygiene and Non-food item’s kits among beneficiaries according to the standard procedure developed by the project.
* Preparation of Weekly and Monthly Work Plan and reports and further submitted to supervisor.
* Close coordination with the Political Administration & other Stakeholders of the project area.

**Social Mobilization Officer (Small Infrastructure Project)**

**Winrock International-USAID**

**1stApril 2011 to 16thMarch, 2012**

**Place of Work: Peshawar Town 1, KPK**

**Responsibilities:**

* Deliver Trainings on PHAST Methodology (Participatory Hygiene and Sanitation Transformation) to the local Committee’s and Primary School Teachers.
* Conducting Social Mapping on community level.
* Bring all the stakeholders on board and gain their support to participate in planning activities; work in Partnership with TMA, NGOs, and CBOs to ensure development of a genuinely consultative improved.
* Monitoring of the Hardware side Construction work.
* Establish close coordination with the Town Municipal Administration (TMA) of the designated area to link the communities with the TMA.
* Conduct FGDs, KAP Surveys and Village profile in the project target areas.
* Passing of cumulative resolution from target community and ensure their implementation on stipulated time with set criteria.

**Hygiene Promotion Officer (WASH Emergency Project)**

**International Rescue Committee (IRC)**

**23rd November 2010 to 15th April, 2011**

**Place of Work: Dera Ismail Khan, KPK**

**Responsibilities:**

* Ensure that community (IDPs & host) are mobilized and adequately informed regarding hygiene and health issues related to water supply, Sanitation, transmission routes of waterborne diseases, safe waste disposal.
* Supervise and train selected community activist on hygiene and sanitation related issues.
* Plan implement monitors and evaluates the training of selected community activities.
* Developing water management committees in camp and train, those as a TOT for further training of the beneficiaries.
* Planning for the monthly activities and submit report to the concern team leader
* Closed Coordination with the other Organization & Government Department regarding, for the smooth running of the project activities
* Distribution of Different types of NFI Kits among deserving beneficiaries of the target area.

**RESEARCH/SURVEYS EXPERIENCE**

**Adam Smith International (ASI)**

**Position:** Enumerator

**Project:** Education Monitoring Authority (EMA) Data Validation

**Duration:** 1 Month

**Place of Work:** District Lower and Upper Dir

**Management System International (MSI)**

**Position:** Quality Control Officer

**Project:** Early Grad Reading Assessment (EGRA)

**Duration:** 2 Months

**Place of Work:** District Bajaur (Ex-FATA)

**Basic Education for Afghan Refugees (BEFARe)**

**Position:** Field Supervisor

**Project:** Social & Economic Survey and Household Uniform Assistant Subsidy Project (HUASP)

**Duration:** 2 Months

**Place of Work:** District Bajaur (Ex-FATA)

**Norwegian Refugee Council (NRC)**

**Position:** WASH Trainer

**Project:** Emergency Project

**Duration:** 1 Month

**Place Work:** District Dera Ismail Khan

**Basic Refugee for Afghan Refugees (BEFARe)**

**Position:** Field Supervisor

**Project:** Social & Economic Survey and Household Uniform Assistant Subsidy Project (HUASP)

**Duration:** 2 Months

**Place of Work:** Bajaur Agency-FATA

**Regional Institute of Policy & Research Training (RIPORT)**

**Position:** Field Researcher

**Project:** Conflict Victim Support Program (CVSP)

**Duration:** 3 Months

Place of Work: KP, FR& FATA

**Sustainable Development Solution (Pvt) Limited**

**Position:** Researcher

**Project:** Environmental Impact Assessment (EIA)

**Duration:** 3 Months

**Place of Work:** Bajaur Agency-FATA

**Center for Disaster Management & Sustainable Development (CDM&SD)**

**Position:** Interviewing Officer

**Project:** Base line Study of Community Disaster Management

**Duration:** 1 Month

**Place of Work:** Charsadda & Peshawar

**ACADEMIC QUALIFICATIONS**

* Master in Environmental Sciences (M.Sc. 2009) in 1st class form Peshawar University.
* B.Sc. (Bachelor of Sciences) in 2005 from University of Malakand.
* Junior Diploma of Physical Education (JDPE) in 1st Class from Sarhad University of Sciences & Information Technology.
* NEBOSH International General Certificate in Occupational Health and Safety from UK.

**PROFESSIONAL TRAININGS RECEIVED**

|  |  |  |  |
| --- | --- | --- | --- |
| **S #** | **Training Name** | **Organization/Department** | **Duration** |
| 1 | Hygiene Promotion in Emergency | International Rescue Committee (IRC) | 2 days |
| 2 | Safe & Secure Approaches in the field of Environment (SSAFE) | United Nation Department of Safety & Security (UNDSS) | 4 days |
| 3 | Tools of Social Mobilization | Winrock International-USAID | 3 days |
| 4 | Security Situational Awareness | USAID | 3 days |
| 5 | Participatory Hygiene & Sanitation Transformation (PHASH) | Winrock International-USAID | 2 days |
| 6 | EGRA & EGMA | Help In Need (HIN) | 4 days |
| 7 | Gender Sensitization | United Nation of Food & Agriculture (UN-FAO) | 3 days |
| 8 | Basic & Advance Security at Field | UNHCR | 2 days |
| 9 | Play Based Learning Methodology | Right to Play International | 2 days |
| 10 | Conflict Resolution  | RIPORT | 3 days |

**TRAININGS DELIVERED/ CONSULTANTCY**

|  |  |  |  |
| --- | --- | --- | --- |
| **S #** | **Training Name** | **Organization/Department** | **Duration** |
| 1 | Data Collection Tools for Survey | Prime Foundation (PF) | 2 days |
| 2 | Parent Teacher Council (PTC) | Alfalah Development Foundation (ADF) | 4 days |
| 3 | Basic of WASH | Help In Need (HIN) | 1 day |
| 4 | Social Mobilization | CDM&SD | 2 days |
| 5 | Community Led Total Sanitation (CLTS) | International Rescue Committee (IRC) | 2 days |
| 6 | WASH in Emergency | Norwegian Refugee Council (NRC) | 2 days |

**LANGUAGES**

**Language Speaking Reading Writing**

**English** Good Excellent Good

**Urdu** Excellent Excellent Excellent

**Pashto** (Mother Tongue)Excellent Excellent Excellent

**PPRFESSIONAL REFERENCES**

1. Mr. Ishfaq Ahmad

Organization: International Rescue Committee (IRC)

Designation: Community Mobilization In-charge

Cell # 03155007180/03459339557

Emil:ishfaqqq@gmail.com

1. Mr. Muhammad Tahir Khattak

Organization: Winrock International-CRISP/USAID

Designation: Team Leader (Social Mobilization Officer)

Cell # 03339713380

Emil: tahir\_krk@gmail.com

1. Mr. Muhammad Rauf Qurashi

Organization: Norwegian Refugee Council (NRC)

Designation: Team Leader (Shelter)

Cell # 03005944996/03339313635

Email:rfnath@gmail.com