

# Muhammad Adil

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## Qualifications

1. **MS Economics** **2016** International Islamic University (IIU), Islamabad, Pakistan.
2. **BSc (Hons)** **2012** Government College University (GCU), Lahore, Pakistan.
3. **FSc (G.Sc)** **2008** Government College University (GCU), Lahore, Pakistan.

## Professional Summary

An experienced professional in the field of Research and M&E. Gained diversified experience being part of different well-known projects and associations. Successfully implemented and monitored projects, conducted and managed field surveys and research in addition.

Managed conferences, trainings, Participated in Project Management from very scratch to closure level. Well versed with all the steps and processes at functional level. Managed Human Resource and field level activities being part of team at grassroot level. Fully aware of challenges and solutions required.

Worked in Projects associated with Government, International NGOs and International Public Organizations. In addition to this Research, M&E and Media Monitoring & reporting are my core areas of expertise.

## Key Skills

- Technical & Financial Proposal development
- Field monitoring and development of monitoring reports
- Project planning, management, monitoring and implementation.
- Organizing conferences, seminars and training sessions.
- Data collection and survey development skills in social science research.
- Communication and presentation skills at both organizational and client levels.
- Expert level knowledge of MS Office suit, Presentational and visualization software.
- Problem solver, competent team member and enthusiastic to learn new skills.

## Professional Experience

**Pakhtunkhwa Economic Policy Research Institute (PEPRI), AWKUM** [www.awkum.edu.pk](http://www.awkum.edu.pk)

### Junior Research Fellow (BPS 17)

November 2019 – to date

Main Responsibilities Performed:

- Project planning and implementation
- Coordinate with clients/stakeholders and project teams
- Managed field visits to collect data through interviews and/or group discussions,
- Develop field visit and monitoring reports.
- Organize conferences, seminars and training sessions.
- Worked as copy editor for JAEBS (PEPRI Journal).
- Provide help in questionnaire development and pre testing.

**APEX Consulting Pakistan, Islamabad, Pakistan** [www.apexconsulting.biz](http://www.apexconsulting.biz)

### Monitoring, Evaluation and Research (MER) Associate

Mar 2017 – October 2019

Main Responsibilities Performed:

- Develop Technical and Financial Proposals for fund raising.
- Develop Expression of Interest & conduct secondary research.
- Managed field visits to collect data through interviews and/or group discussions.
- Organized research projects from the early planning stages to project completion
- Coordinated with clients and project team successfully.
- Developed research instruments necessary processes.

## Projects completed:

### 1. Project: Evaluation of Farm Services Centers (FSC's) in Selected Districts of Khyber Pakhtunkhwa (KP)

**Client:** Government of Khyber Pakhtunkhwa (GoKP)

**Role:** Field Coordinator/Researcher

June 2020 – June 2021

**Main Responsibilities Performed:** Collect data from registered members and non-members of the Farm Services Centers (FSC), Conduct FGD's and KII's with key stakeholders and registered members of FSC's in 7 selected districts of KP.

### 2. Project: Country Program Evaluation of WaterAid Projects

**Client:** WaterAid Pakistan

**Role:** Assignment Coordinator

May 2019 – July 2019

**Main Responsibilities Performed:** performed as main focal point for all activities between WaterAid staff and project team. Served support staff for implementation of project activities effectively and efficiently.

### 3. Project: Women Economic and Social Wellbeing Survey

**Client:** BOS Punjab and PCSW

**Role:** Training Coordinator (South Punjab)

June 2018 – July 2018

**Main Responsibilities Performed:** Organized training sessions for the field staff. Mapping out training plans and schedules. Designed and developed training modules and charts.

### 4. Project: Women Economic and Social Wellbeing Survey

**Client:** BOS Punjab and PCSW

**Role:** Zonal Field Coordinator (South Punjab)

July 2018 – Oct 2018

**Main Responsibilities Performed:** performed as main focal point for all filed related activities. served support staff for implementation of project activities effectively and efficiently.

### 5. Project: Evaluation of Pakistan Reading Projects

**Client:** International Rescue committee (IRC),

**Role:** Qualitative Researcher

July 2017 – December 2017

**Main Responsibilities Performed:** Conducted FDGs and managed klls. Transcribed the Qualitative data and managed filed visits and performed all task successfully.

#### Language Proficiency:

Language	Reading	Speaking	Writing
English	Excellent	Good	Good
Urdu	Excellent	Excellent	Excellent
Pashto	Excellent	Excellent	Good
Hindko	Good	Excellent	Fair
Punjabi	Good	Excellent	Fair

References will be provided if required.