

**Muhammad Tahir**

SUMMARY

Creative communications specialist with proven planning and implementation skills of more than 7 years, I have played an essential role in developing & improving health services, Communication and data analysis in a wide range with management and leadership skills, I seek a challenging career that gives me a chance to prove my intellectual abilities of Leadership and Management strategies to achieve the organizational objectives efficiently and effectively, and my vision is to get a managerial position with the opportunity to handle challenging tasks with compelling ambition for learning.

WORK EXPERIENCE

**Delivery Operation and Supervision Officer Landhi Karachi 07/2020 - 9/2020**

Leading the UNICEF community base vaccination program and managing people in the organization to support the CBV Program in High-Risk Union Councils Karachi, Also support the Ongoing Immunization campaigns through Operation support.

* Lead the campaign implementation activities, necessary coordination on relevant/cross-cutting function, ISD, Synergy, Surveillance, Data usage, and integrated communication tasks.
* Build an effective project team with the ability of motivation and decision making,
* Support and facilitated the COVID-19 ongoing activities and work for behavioral change in the Communities and create an enabling environment through operational support. Align all data collection tools and data management best practices with the health office as well as other development partners.
* Technically lead in the design of monitoring and evaluation tools, Operation research, reporting framework, and knowledge.

**District Health Communication Support Officer (DHCSO) 06/2018 - 06/2020**

Leading and facilitate the **UNICEF’s** community vaccination program for Polio Eradication initiatives and routine immunization at endemic districts supported by **WHO**, **Rotary International**, and **GAVI** at the community level.

* Led a team of 25 People and trained more than 600 community-based vaccinators across all UCs of Gulshan-e-Iqbal Town on international guidelines for the vaccination process, cold chain management, data collection, data recording, and data reporting at **basic health units**.
* Supported the preparation, implementation, and monitoring of district PEI and EPI social mobilization and communication planning and implementation in collaboration with the Department of Health and other partners.
* Involved in the development of Communication strategies to create an enabling environment for Immunization, Supporting the development, designing, and production of culturally relevant communication materials. Collaboration with counterparts and partners to develop and execute advocacy and communication plans for Polio measles and Other Preventable diseases for all underserved communities. Coordination with partners, district and provincial offices, as well agencies teams, for planning organizing, and documenting advocacy, community mobilization, and training events, Providing support in the selection of materials, preparing training modules, and implementation of communication training for government and other partners. Monitor and supportive supervised the implementation of communication activities for immunization and other relevant issues, by reviewing progress and identifying constraints through field visits, and consultation with government, Community, and UNICEF Staff.
* Align all data collection tools and data management best practices with the state ministries of health as well as other development partners. Provide technical leadership in the design of monitoring and evaluation tools, Operation research, reporting framework, and knowledge

**Union Council Communication Support Officer (UCCSO) 09/2016 - 05/2018**

Led and facilitated the UNICEF’s community vaccination program for Polio Eradication and initiatives at the Union council level supported by WHO, Rotary International, and GAVI at the community level.

* Identify **I**nformation **E**ducation and **C**ommunication requirements and develop dissemination plans accordingly also distribution plans and coordination with necessary partners and ensure its implementation at the community level in all underserved areas. Engaged the influential religious leaders, Community elders, and Political influencers included in uc level micro-plans and conducted awareness sessions to create an enabling environment for Immunization.
* Developed the Social Mobilizer’s work plans and inclusion of their names in the UC micro-plan.
* Supported the Medical Officer in Charge (UCMO), for routine immunization services, to cover the high-risk groups, Implementation of Communication plan & Monitoring at the area level. Identify the religion/cultural belief system/behaviors and accordingly used them in communication material/ strategies and planning and implementation process.
* Conducted and organized community-level events, meetings, rallies, Schools Session, and Religious sessions, to mobilize underserved groups for polio vaccination and other vaccination. Monitor the effectiveness of SMs and the activities conducted by him/her as also the orientation of Religious and Community leaders at the UC- level.

**CONTACTS**



**Sidat Hyder Murshed Associate (Xcelsior Management Consultants)**

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**EDUCATION**

**Bachelor of Information Technology** (BIT Hons)

2006- 2010

From Peshawar Universaty

**Intermediat FSc**-(Pre Medical)

2004- 2005

From BISE Peshawar

**Secondry School Certificate** SSC 2003

From BISE Peshawar

**Sidat Hyder Murshed Associate (Xcelsior Management Consultants) **

**COURSES**

* Microsoft Office (Ms. Word, Ms. Excel, Ms. Power Point)
* Inpage Software (English, Urdu, Pashto, Arabic Writing)
* AutoCAD 2D &3D
* Photoshop editing

**CERTIFICATES**

**Sidat Hyder Murshed Associate (Xcelsior Management Consultants)**

* Certificate of IT
* Key Board Typing Certificate

**UCPW (Union Council Polio Worker) 11/2011 - 8/2016**

Lead a team of 17 People and trained more than 100 community-based vaccinators at UC Level on international guidelines for the vaccination process, cold chain management, data collection, data recording, and data reporting at the **basic health unit.** Assist in the preparation and updating of the SIA Micro plan. Validated the Micro plan in the field and also identify and mapped the high-risk areas and population in the UC

* Facilitated and support all Supplementary immunization activities planning and implementation at the UC Level and Also support and facilitated the process of selection of effective and appropriate vaccinators as per given criteria and distribution as per need.
* Involved in the training process, organizing, and Coordination at TOTs including UC Medical officers and Area Incharges about planning, implementation, monitoring, and supervision of SIAs at the UC Level on international guidelines provided by the WHO.
* Promote and facilitated the partnership with the influencing factors and Create liaison with the community to make a peaceful atmosphere for workers and vaccinators during the polio campaign.
* Participated and facilitated social mobilization activities of UNICEF staff during the Polio campaign and other SIAs at the uc level. Monitor the processes of implementation of the campaign as per guidelines and provide feedback to PEO WHO and other Partners.
* Data Collection and Analysis, collect and collate the data from the area of responsibility on daily basis and share with the relevant officials.
* Provided support to the district and town health management team in (EPI) expanded program on immunization at the UC level. Evaluate polio eradication campaigns, and Surveillance activities of AFP (Acute Flaccid Paralysis, Measles, and NNT Cases at the UC level

**Business Development Officer 9/2011 - 12/2011**

* Develop and sustain solid relationships with company stakeholders and customers. Analyzing the customer feedback data to determine whether customers are satisfied with company products and services.
* Facilitated the recruiting, training, and guiding of business development staff. Provide insight into product development and competitive positioning.
* Analyzed financial data and developed effective strategies to reduce business costs and increase company profits.
* Conducted market surveys and market research to identify new business opportunities. Collaboration with company executives to determine the most viable, cost-effective approach to pursue new business opportunities.
* Facilitated meetings with potential investors to present company offerings and negotiate business deals

**Teaching as an AutoCAD Teacher 2009 - 2010**

**Pak Institute of Technology Shabqadar Peshawar**

Worked as a Teacher to Teach the Computer Course Auto Cade with 2D & 3D under the College Management.

* Teach according to the student’s educational needs, abilities and achievement of the individual students and groups of students.
* Provided and contribute in written and practical assessments on AutoCAD, Provide the necessary information and advice to the designated personnel in the organization/or College and provide all the necessary information regarding requisitions and arrangements in connection with the Application.
* Collectively create and designated multiple need base projects

**World Health Organization (WHO)**

### Training of Communication for Development by UNICEF

* Training of Prevention of Sexual Harassment and abuse of authority by UNICEF
* Training of Poliomyelitis and the Global Polio Eradication Initiative by WHO
* Training on **COVID-19,** Operation Planning Guidelines and **COVID-19** Partners Platform to Support country preparation and response by WHO

**TRAINING CERTIFICATES**

**HARD SKILLS**

* Project management
* Strategic Planning
* Performance Tracking
* Data Analysis
* Data Visualization
* Excel Dashboard
* PowerPoint Presentation
* Composing designing of all type of documents

**Mobilink Business Communication System (Pvt.Ltd) Pakistan**.

**SOFT SKILLS**

* Creativity
* Leadership
* Decision making
* Problem Solving
* Multi-tasking
* Active Listening
* Active learning
* Adaptability
* Time Management
* Public Speaking & Presentation Skills
* Negotiation

Provided efficient

**Skills**

**LANGUAGES**

* Content Creation
* English
* Urdu
* Pashto