



SYED HASHIM RAZA

Social Activist

Current Address: House no B1/654
Muslim Town Sadiqabad Rawalpindi

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OBJECTIVE

To acquire a challenging position in a dynamic and ever growing organization where my education qualification, professional skills and experience can be best utilize. To provide effective and efficient service to the organization. To grow on the basis of my personal abilities and to become a successful and result oriented professional.

PROFESSIONAL SKILLS

- Effective management, Planning, Execution of development projects in the Developmental, Emergency and Recovery phase with a focus on Social Mobilization, Education, Health and GBV.
- Demonstrated skills to sensitize mobilize & organize communities.
- Excellent communication skills.
- Worked in a multicultural environment.
- Developed Monitoring and Evaluation Tools & survey questionnaire.
- Excellent analytical and organizational skills, ability to think critically & creatively.

WORK EXPERIENCE

05/2022 – 10/06/2022

Line Lister Bureau Of Statistics

Punjab Home Based and Domestic Workers Survey,2022-2023

- Logistics Arrangements
- Verifying Maps
- Locating Clusters
- Door Marking

20/09/2021 – 02/10/2021

Union Council Monitoring & Reporting Officer Tameer-e-Khalaq Foundation

Measles Rubella Campaign (MRC) Rawalpindi

Worked as UCM&RO in Tameer-e-Khalaq Foundation for MR (Measles Rubella) Campaign in district Rawalpindi funded by UNICEF. Project was based on third party monitoring of ongoing Typhoid campaign to ensure quality of campaign in all Punjab.

Achievements/Tasks:

- Visiting of MR outreach and fixed centers and meet with UCMO to checked the Quality of MR Campaign, i-e AEFI Kits, Temperature of Vaccine & Micro Plan.
- Visiting of Schools and Mosques, Interviewed with Principals and Imams regarding MR Campaign.
- Visiting of Community and interviewed with Local Community for getting accurate response about Measles Rubella Vaccination.
- Attending evening meeting at DHO Office for daily progress sharing and identification of Gaps.

Field Monitor- Rawalpindi-Punjab

APEX Consulting Pakistan Pakistan

Deworming Initiative

Achievements/Tasks:

- Working as a Third Party Monitoring of Deworming Training Funded by IRD.
- Visiting of Training Centers and check the quality of Training and logistics arrangement.
- Visiting Rawalpindi Government and Private Schools during deworming week and monitor ongoing activities.

10/09/2021 – 18/09/2021

Field Supervisor District Islamabad 12/2021- 01/2022

Con tech International

Measles Rubella Post Campaign Listing and Data Collection

Worked as a Field Supervisor for Post campaign listing and data collection of Measles Rubella Campaign

Achievements/Tasks:

- Deploying Listers to their Field area
- Verifying Maps
- Locating Clusters
- Deploying Data Collectors to the Field

01/02/2021 – 28/02/2021

Union Council Monitoring & Reporting Officer

Tameer-e-Khalaq Foundation

Typhoid Conjugate Vaccine (TCV) Rawalpindi

Worked as UCM&RO in Tameer-e-Khalaq Foundation for TCV (Typhoid Conjugate Vaccine) Campaign in district Rawalpindi funded by UNICEF. Project was based on third party monitoring of ongoing Typhoid campaign to ensure quality of campaign in all Punjab.

Achievements/Tasks:

- Visiting of TCV outreach and fixed centers and meet with UCMO to checked the Quality of TCV Campaign, i-e AEFI Kits, Temperature of Vaccine & Micro Plan.
- Visiting of Schools and Mosques, Interviewed with Principals and Imams regarding TCV Campaign.
- Visiting of Community and interviewed with Local Community for getting accurate response about Typhoid Vaccination.
- Attending evening meeting at DHO Office for daily progress sharing and identification of Gaps.

Trainer And Coordinator 2017–2022

Messaq Foundation, Care International, Meera Maan: 2021

Achievements/Tasks:

- To Conduct Training to the businessman
- To organize the training venue
- To coordinate with all other trainers
- Logistics Arrangements

Media Monitor 2017–2022

Apex Consulting Pakistan Islamabad

Polio Campaign

Achievements/Tasks:

- To Monitor 32 Private and Public Channels regarding Polio Related News
- To Write If there is polio Related News into Hard Form
- Maintaining the News data by using MS Excel and MS Word & Send Daily Report to higher Ups.
- Data Entry
- Taking Clips From DVR
- Editing Clips

Internal Field Monitor (Rawalpindi & Islamabad) 2016 – 2021

**Apex Consulting Pakistan Islamabad
Post-Polio Campaign Monitoring (PCM)**

Achievements/Tasks:

- To assess the quality of most recent Polio Campaign.
- To find gaps or problems identified during the Campaign.
- Submitting report by using Android devices and send daily field report to head office.
- To monitor the teams and Ongoing Process

Audit Associate

Azeem Ullah & Co Islamabad 01/2019 –06/2019

Worked as Internee

Sales Promotion Officer (SPO)

2011 – 2013

Penta Crescent

Surgical Disposable Products

Achievements/Tasks:

- Creating Innovative Marketing Strategies
- Customer Satisfaction
- Gathering Customers Information
- Payment Methods
- Reaction to Products

EDUCATION

Bachelor in Business

Adminstration(B.BA) 2014-Contd

8PMAS Arid Agriculture University,
Rawalpindi.

Bachelor in Commerce (B.Com)

2011-2012

Rawalpindi Model College, Rawalpindi.

Intermediate (I.COM)

2009-2010

Indus Group Of Colleges Rawalpindi.

SSC (Matriculation)

2008

Indus Group Of Colleges Rawalpindi.

**ADDITIONAL
SKILLS**

Microsoft Word, Excel, Access
Adobe Photoshop, Inpage, Wandershare Filmora,
Custom Face book Pages, Team Work
Negotiation, Research & Strategy

CERTIFICATION

International Occupational Safety And Health IOSH, UK Personal Protective Equipment (PPE) Training of Health Care Workers Safety Officer Course	06/2019
Occupational Safety Health Administration OSHA USA	06/2019
Trade Test Board TTB Safety Officer Course KPK	06/2013

PERSONAL

PROFILE NIC #:	Religion:	Islam
	37405-6381834-9	Domicile Rawalpindi
	DOB:	28/12/1992
	Marital Status:	Single

LANGUAGES:

Fluent in English, Urdu & Punjabi.

REFERNCES:

Will Be Furnished Upon Request.