### PERSONAL AND CONFIDENTIAL DETAILS

**NAME:** Nasir Nawaz

**F/Name:** Muhammad Nawaz Khan

**ADDRESS:** H#5AL-339 Qasba Colony Manghopir

Road Karachi No.41

**MOBILE:** 0345 5009615/ 0345 2203147

**EMAIL ADDRESS:** nasirvmosindh@gmail.com

[nasirnawazptp@gmail.com](mailto:nasirnawazptp@gmail.com)

# OBJECTIVE

Looking For a career-oriented & challenging job that will provide the opportunity to utilize my ability and talent where I excel according to my potential & skills.

# EMPLOYMENT HISTORY

**Oct 2019 to till date: Chip Training and Consulting (PVT)LTD. supported by UNICEF**

**Position: Provincial Vaccine Management and Cold Chain Logistic Officer - PEI Sindh**

**Duty Responsibilities**

* Assisted National / Provincial Programme Manager EPI and National / Provincial Vaccine Management Committee in adapting Effective Vaccine Management (EVM) practices at Provincial, District & Sub-district levels and supported improvement of cold chain for vaccines.
* Took the lead in the implementation, effective working, and maintenance of vaccine management software at all levels in the province.
* Assisted in the implementation of appropriate vaccine stock management systems for tracking vaccines and monitoring wastage.
* Assisted in preparing, updating regularly, and maintaining cold chain inventory at national/provincial, district & sub-district levels and in helping to maintain a standard list of vaccine cold chain equipment with technical specifications for all levels of facilities and in preparing annual cold chain replacement plans.
* Ensured that the Polio Control Room data on vaccine availability, distribution, utilization, and remaining doses are regularly analyzed, monitored, and reviewed as per NEAP Indicators, and actions are taken to address any discrepancies/inconsistencies.
* Assisted national/provincial & district authorities in implementing EVM Standards with Vaccine management SOPs in an integrated manner with overall campaign guidelines to conserve resources and avoid wastage of polio vaccine.
* Assisted in capacity building of national/provincial & district vaccine management committees, vaccine handlers, and relevant staff at the provincial, district, and sub-district stores, through organizing workshops, orientation sessions, and training and providing day-to-day technical guidance on SOPs and VM Software.
* Assist in management of commodity accounting data quality and integrity.
* Provided regularly: consolidated OPV and immunization data including stock management & unitization of vaccines with wastage data for program planning and management to supervisor and assist in monitoring and evaluation at National / Provincial / District / Sub-district levels for support to strengthen PEI and routine EPI services.
* Attend Vaccine Management Committee and other technical cooperation meetings when assigned.
* Support operational pipeline analyses, assessments and operational planning for all delivery modalities.
* Liaise with internal and limited number of external stakeholders to support efficient logistics operations management.
* Assist in monitoring inventory management processes to track trends and account for the inventory status from source to the beneficiary.
* Develop the Provincial Logistics Plan or update from a previous version in consultation with the Provincial Cold Chain and Vaccine Management sub-committee
* Planned & assist in conducting a periodic assessment of cold chain and vaccine management practices and provided regular reports & updates by **ensuring frequent and periodic** ongoing field visits, to assist the supervisor in **the field in the assessment** of local conditions and resources.
* Provide support to logistics operations and activities, following standard processes and facilitating, directly or indirectly, the effective delivery of food assistance to beneficiaries.
* Prepared presentations/updates/briefs and reports on vaccine management progress for the Provincial EPI Cell and UNICEF Polio Team as and when required.
* Respond to a variety of technical queries/requests for support, following standard processes, and obtaining guidance as required, to ensure timely and accurate resolution of all inquiries with a high standard of a client service mindset.
* Process documentation for the execution of logistics operations, take appropriate actions to resolve operational issues escalate various issues to the supervisor
* **Assisted the EPI Cell in updating the functional status of the cold room with Monthly monitoring visits to respective units and reporting to the concerned EPI Manager.**
* Provide guidance to other support staff, in order to assist them in completing standard tasks to agreed standards and deadlines.

**Special Work assignment:**

Collaborate with WHO/ UNICEF/ other GPEI partner teams and the Outbreak Coordinator to facilitate the implementation of the:

* Prepared the reports as per GPEI requirement for each round and at end of final SIA round and complete the validation exercise for mOPV-2 & tOPV without VVM with drawl from lower level to national level.
* The Standard Operating Procedures for responding to a poliovirus event or outbreak
* The guideline for Cold chain logistics and vaccine management during SIA; -
* Technical guidance tOPV without VVM and mOPV-2 vaccine management, monitoring, removal and disposal.
* Build capacity and to monitor the implementation of all aspects of the Cold Chain, Logistics and Vaccine Management
* Facilitate the distribution and optimal use of vaccines and consumables according to macro and micro-plans and ensure that receipts comply with the distribution plan
* Ensure the proper storage of vaccines and consumables at each level of the supply chain
* Develop mechanisms to accelerate the preparation, verification, correction and compilation of reports (vaccine utilization reports and A forms) and their daily transmission upstream
* Collect and analyze vaccine stock and utilization status at all levels of the supply chain after each round
* Submit vaccine stock reports when submitting requests for additional vaccine:

**Aug 2018 to Sep 2019: Sidat Hyder Morshed Associates (PVT)LTD. supported by UNICEF**

**Position: CBV Field Coordinator (District Central Karachi)**

**Duty Responsibilities**

* Ensure support in field assessment for the actual requirement of the CBVs in areas identified for implementation of the CBV as per the high-risk/ tier categorization in coordination with the town and third-party vendors.
* Ensure endorsement of the field assessment by the DPCR/s of the respective district and  
  the provincial EOC and work as a bridge between the CBV manager and field staff working at district level.
* Coordinate through the CBV manager for CBV-related information to be shared with the  
  Provincial EOC and UNICEF team lead.
* Prepare a plan for recruitment of the human resource including CBVs (CHWs) and the  
  supervisory tiers in coordination with the third party.
* Ensure timely hiring of the human resource for CBV strategy where and when required.
* Regularly monitor the turnover of the human resource under the CBV approach and ensure  
  100% of positions are filled as per the agreed target and with the due process followed.
* Ensure capacity building of selected HR in coordination with the third-party training  
  coordinator. Jointly conduct training need assessment & prepare training plans in  
  consultation with DPCR staff, and DC & timely share with EOC for implementation.
* Coordinate with partners at the DPCRs of the respective districts for CBV SIAs  
  implementation with the development of the supervision plan during campaigns and in  
  between campaigns to ensure the quality of the project.
* Coordinate with the M&E section for the development of the monitoring mechanism of the  
  CBV approach and ensure data flow for timely reporting of the CBVs activities in the field.
* Analyse the results of the monitoring and incorporate feedback as appropriate at the DPCR level.
* Prepare presentations/updates/briefs and reports on CBVs progress for the DPCR/ EOC and UNICEF as and when required.

**Oct 2015 to July 2018 Sidat Hyder Morshed Associates (PVT)LTD. supported by UNICEF**

**Position: District Health Communication Support Officer (District Korangi & Central Karachi)**

**Duty Responsibilities**

**Leading and Supervising**

* Directly supervise the work of UCOs in the assigned district through frequent field visits, review meetings, appraisals of reports, and reviews of performance.
* Provide supervision and direction to UCOs in coaching social mobilizers and providing back-stopping support to social mobilizers as needed.

**Planning and Organizing Planning**

* Coordinate with the WHO-supported District Polio Eradication Officer (DDPO) to ensure the highest level of planning and implementation of district eradication activities.
* Support of, and participation in, DPEC meetings and support developing and implementing a district-specific social mobilization plan for polio eradication and routine immunization.
* Prepare a district-specific plan of Communication activities, clearly identifying where SMs are deployed and activities planned.
* Prepare a monthly work plan of activities in support of social mobilization for PEI and routine immunization.

**Implementation & Monitoring**

* Promote and monitor UC and community-level activities for polio eradication and routine immunization in reluctant and underserved communities.
* Ensure quality implementation of IEC activities (especially group meetings, rallies, and mosque announcements) and other persuasive communication techniques for polio eradication and routine immunization.
* Prepare distribution plan and ensure implementation for IEC materials (logistics of distributing flyers, banners, posters, etc. in rural and urban areas).
* Monitor campaign activities and roll out of UCO’s social mobilization / high-risk group activities and plans (e.g. go to a rural area for monitoring; help to cover missed households).
* Assist with case investigation efforts with WHO colleagues as requested or needed.

**Data-based Planning of Interventions**

* Supervise and provide feedback to UCOs on planned activities, ensuring quality interventions that focus strongly on interpersonal and group communication in resistant/underserved areas.
* Plan and modify communication interventions based on data.

**Relating and Networking**

* Mobilizing faith/religious leaders, volunteers (especially women), and influential and informal leaders.
* Catalyzing a network of NGOs, community-based organizations and existing social networks, and educational institutions - especially catering to underserved & minority communities.
* Liaise with EDOs for timely dissemination of IEC materials for polio eradication and routine immunization.
* Liaise with local press/ radio, ulema’s, and mosques to promote polio eradication and routine immunization.
* Provide direct, qualitative feedback from service providers and community members to EDOs and UNICEF/WHO on the efficacy of social mobilization strategy and promptly report/address rumors, adverse events, and communication-related issues and concerns.

**August 2013 to Sep 2015: CHIP Training & Consulting (PVT)LTD. supported by UNICEF**

**Position: Transit Population Communication Officer (Karachi Division)**

**Duty Responsibilities**

* Orient police, military & revenue departments for their support in stopping vehicles at PTPs.
* Orient key influencers at hospitals, bus stops, parks, railway stations, airports, dargahs/shrines, etc.
* Identify needs for enhancing the visibility of transit points & ensuring proper utilization of IEC material.
* Counselling and engagement of local influencers (station masters/bus owners/motorway police/rangers/hospital managers/park supervisors /owners of resting areas on highways etc.)
* Fortnightly submission of data to the provincial office on the HR population groups of children vaccinated at PTPs.
* Maintain updated social profiles and movement patterns of the HR population groups and share them with the provincial office on agreed tools.
* Share the updated social profiles of HR mobile/ migrant population groups with DHMT / DPCR for inclusion in micro plans for SIA coverage.
* Supervise & monitor PTP UCCSO & social mobilizer staff & share compiled monitoring checklist information with a proposed action plan on weekly basis.
* Collaborate and coordinate with all partners to effectively implement planned activities related to PTPs.
* Develop & share joint field monitoring and supervision plan alongside DPCR/ DHMT with the provincial office on weekly basis.
* Provide on-the-job training on data collection/compilation to social mobilizers & vaccination teams on agreed formats/tools.
* Cross-verify data with transit points tally sheet submitted by TPSMs (30% of the transit points every month) through desk & field reviews.
* Data analysis to review trends of children vaccinated in HR population groups. Highlight unusual movement patterns of HR population groups.
* Any other information/data on PEI / EPI activities related to PTPs
* Ensure data of vaccinated children through PTPs (within the city) is also included in provincial PCR / SDMS through DPCR data.
* Cross-verify the PTP coverage data with local missed children data, analyze and track the missed children.
* Any other information/data required by provincial office-related PEI / EPI activities.

**Jun 2012 to July 2013: CHIP Training & Consulting (PVT)LTD. supported by UNICEF**

**Position: District Health Communication Support Officer (SITE Town)**

**Duty Responsibilities,**

* Close Collaboration with THMT, Dc, WHO, & UNICEF.
* Develop Monthly Communication Work Plan & Shared to C4D.
* Developed a Plan for Positioning Vaccination teams & IEC Material during Identification events in the District.
* Identify religious Institutions and Civil Society organizations for Additional Partnership.
* Identify District level events, Jirgas, and meetings for Polio Sensitization.
* Develop a Communication strategy/ Plan for the High-risk Union Council and High-Risk Groups.
* Identify Religious /Cultural belief systems/behaviors & accordingly use this feed into communication material/ Strategies and planning.
* Hold community events, meetings, and rallies, to mobilize underserved groups for polio vaccination & RI Routine immunization.
* Conduct Initial & ongoing mapping of underserved communities, & classify them keep track of all Children under 5, Vaccination Status, as well as migration patterns.
* Support Inter-Round Period tracking & vaccination to the High Risk (HR) Groups.
* Support n Micro Planning, Including determining Flexible for vaccination activities.
* LQAS, MS, and PCM Conducted with Quality for Both Operation & Social Communication data.
* Effectively monitored program preparation and implementation through DPEC meetings.
* Vaccinator and supervisor training conducted jointly with all district and UC-level workers.

**Oct 2011 to May 2012: CHIP Training & Consulting (PVT)LTD. supported by UNICEF**

**Position: UCCSO Union Council Communication Support Officer (SITE Town)**

**Duty Responsibilities,**

* Conduct Initial & ongoing mapping of underserved communities, & classify them keep track of all Children under 5, Vaccination Status, as well as migration patterns.
* Support Inter-Round Period tracking & vaccination to the High Risk (HR) Groups.
* Support n Micro Planning, Including determining Flexible for vaccination activities.
* Identify Religious /Cultural belief systems/behaviors & accordingly use this feed into communication material/ Strategies and planning.
* Hold community events, meetings, and rallies, to mobilize underserved groups for polio vaccination & RI Routine immunization.
* Create and manage a network of reliable ‘Informal’ with contact details of incoming migrants/laborers, nomads, and temporary slum dwellers, in all revenue villages of the UC.
* Identify UC-level activities for inclusion in the District level Communication plan and communicate to DHCSO.
* Work to raise community awareness on the oral polio vaccine (OPV) campaign and Routine immunization.
* Develop partnerships with UC MO / Supervisor / Health workers / NGOs to plan and Implement social mobilization / IEC activities for the polio rounds and routine immunization for underserved groups.
* Identify influencers to Support teams during vaccination.
* Motivate and mobilize religious leaders, Schools, lady health workers (LHWs), and other local influencers at the block level and Resistant pockets.
* Maintain regular contact with occupational Leaders /contractors of labor and brick kilns for IPC (Interpersonal communication)and utilize them as influencers to mobilize migrants and nomads for vaccination during Routine Immunization and Supplementary Immunization,
* Weekly Feed back to DHCSO on Progress, constraints, and performance.

**Jun 2011 to SEP 2011: EPI Expanded Programme on Immunization supported by UNICEF**

**Position: Social Mobilizer (UC-09 Hijrat colony Saddar Town)**

**Duty Responsibilities,**

* Meet community leaders, Pash Imams, Religious mindset People, NGOs, and Social workers to mobilize to awareness.
* Social Mobilization activities through a megaphone in the Pashto language
* Social Mobilization activities through Masque/Masjid announcements Especially during Jumma Prayers in respected union council
* Arrange a meeting with Town Health Officer/THO, THMT & UC Sectary Hijrat colony
* Different School Principals, Madrasa, and Refusal Houses.
* Motivate Refusal Houses, Refusal Schools, and Refusal Madras.
* Maintain Refusal log book
* Developed daily basis feedback for the PEI team.
* Developed Monthly work plan & monthly Reports.

**Jan 2011 – May 2011: FUTEHALLY CHEMICALS (PVT) LTD.**

**(Manufacturer of SURF EXCEL UNILEVER PAKISTAN)**

**Position: Supervisor of plant operation**

Futehally Chemical (Pvt) is a toll manufacturer of Detergents for Unilever in Pakistan, Engaged in Bulk Production & Consumer Packaging of Non-Soapy Detergents (**Surf Excel, RIN**) Including Continuous Processing Plant, Dry Mixing & Spray Drying Unit, packing machines for sachet packing and Powder Handling & Treatment Facilities.

**My Some Responsibilities are,**

* Responsible for the Process Development and Improvement Project.
* Responsible as Safety Coordinator for the Implementation of Safety Procedures plans in

NSD (NON-SOAPY DETERGENT) area.

* Look after Plant Operation & Process Parameters & Preventive Maintenance of the Plant.
* Responsible for the Production Plan as Per Requirements Target.
* Analyze and study the maintenance of breakdown and give recommendations to improve plant performance.
* Involve in maintenance shutdown planning.
* Involve in Shop floor Implementation of HACCP, and OHSAS as per Unilever framework standard.
* Modification of Coloured Speckle manufacturing system, Perfume Dosing system, and Enzyme Dost Collection system in NSD.
* Conducting a trial which was announced by UNILEVER PAK LTD of different chemicals.
* Monitor weekly wastages, Implement safety on the floor, and implement “5S” on the floor.

**Aug 2006 – Dec 2010: SIGMA MOTORS LTD. (LAND ROVER)**

**Position: Executive Quality Assurance**

* Responsible for the Inspection of parts incoming from different vendors and outgoing to an assembly line.
* Develop procedures and work instructions for the Inspection of components.
* Develop Feed back reports after checking components.
* Interaction with Land Rover experts on Technical Matters to achieve the desired quality Level.
* To communicate with the vendor in the case of rejection & problems.

**June 2005 to July 2006: CONTINENTAL ENGINEERING CO.**

**Position**: **QUALITY INSPECTOR**

Continental Engineering Company Is a Manufacturer of automotive parts specializing in

Control Cables & Wiring Harnesses. I was associated with this project as Quality Inspector.

# EDUCATION

**Continue Pakistan Institute of Management Karachi**

Professional Diploma in Supply Chain and Logistics Management

**2017 Federal Urdu University Of Arts Science & Technology Karachi**

MBA (Master of Business Administration HRM )

**2008 Indus Institutes of Higher Education Karachi**

Bachelors of Technology (B-Tech Mechanical)

**2004 Pak Swiss Training Centre (PCSIR) Quetta**

3 Year Diploma in Precision Mechanical & Instrumentation Technology

# SKILLS

**IT Skills**

* I am proficient in varied Microsoft packages (e.g. **Word, Excel, PowerPoint, Project,** etc), Ms. Windows operating systems, and in the use of many scientific database packages

**Problem Solving**

* My ability to analyze a problem, develop suitable strategies, and display independent thought has allowed me to successfully complete all my tasks and projects throughout my educational and professional career.

**Interpersonal & Team Work**

* Possess a high standard of image & presentation & can get on with most people. I can work well in a team & can also perform effectively on my own. I also enjoy working with a wide range of people. I am self-motivated & I am looking for a challenging position where I can demonstrate my desire to succeed.

**Social Welfare Activities**

* With all the capability to pay attention to details of my work I still find myself quite light-hearted. The thing most remembered is my smile both by the community and friends.

# ABILITIES

* Strong Organizational Management Skills.
* Leadership and Team spirit.
* Communication and Interpersonal skills.
* Excellent analytical and problem-solving skills.
* Keen ability to motivate the team members.
* Demonstrated ability to provide leadership & vision.
* Highly proactive and self-disciplined.
* Conflict management.
* Creative thinking skills.
* Training and supervisory skills
* Multidisciplinary educational background and skills

# INTERNAL TRAINING SESSION

* Vaccine Management Protocol.
* Cold Chain Logistics and Vaccine Management (CCL&VM) during Polio Supplementary Immunization Activities (online from Agora UNICEF)
* mOPV2 cold chain logistics and management (online from Agora UNICEF)
* Communication for Development & IPC Skill
* PRIME-1 & 2
* Tally Sheet Analysis
* Leader Ship & Management
* Conflict Management
* Polio Digital Mapping
* TOT (Training of trainer)
* Social Mobilization Tool Kits Training
* EPI Basic

# LANGUAGES

* Proficient in Urdu, Pashto, and English.
* My special interest in linguistics and professional demand led me to read, write, and speak English Pashto, and Urdu.
* Understand and Can speak Panjabi and Sindhi.

# INTEREST AND ACTIVITIES

**Traveling**

I enjoy traveling because I love exploring different places, meeting the typical nature of people, and gaining knowledge of various sorts of cultures to broaden my thinking. I have almost seen and stayed in all the provinces of Pakistan and the Northern areas. I have also traveled and stayed in different districts of interior north and south Sindh and found the internal situation entirely different, whatever is perceived and reflected in the media.

# ADDITIONAL SUPPORT TO DGHSS DIRECTOR HEALTH SERVICES DURING COVID-19 FROM EMERGENCY OPERATION CENTRE (PEI)

* Supported the Director General Health Services office in COVID-19 to implement initiatives geared toward strengthening supply and logistics management for the effective deployment of COVID-19 PPEs (with a focus on supply and logistics-related deployment planning and monitoring.
* In collaboration with the EOC team, supported to enhance capacity for proper storage and stock monitoring/Management of PPEs and consumables Items, including review and implementation of relevant SOPs, both at District and subdistrict levels.
* Provide regular updates/reports to the EOC / DGHSS coordination team on all aspects of COVID-19 Supply and logistics, including but not limited to Provincial stock status, shelf life, and pipeline outlook, and contribute to situation reports.
* Updated Inventory for each item to be shared with Provincial Covid-19 Teams.

# REFERENCES

* **Dr Sundeep Sahitia**

Deputy Director -MCH-Sindh

Email:sundeep.sahitia@ird.global

Sundeep\_sahitia@gmail.com

Contact # 0333-7274212

* **Dr Zaind Bin Arif**

Health officer UNICEF PEI-Sindh

Email: skzarif@unicef.org

Contact # 0333-2199651

* **Muhmmad Amir**

Religious and Social Affair Officer WHO PEI-Sindh

Email: aamirsg2002@yahoo.com

Contact # 0333-3675820