



Muhammad Ammad

Data Management Officer at World Health Organization - Pakistan

Contact Info

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House # M-1466, street # 65, Mohalla Amarpura Rawalpindi, Pakistan

Software Engineer with 5 years of industry experience with data management. Have interest in collecting, organizing and managing data by using modern softwares, and learning new technologies and tools if need arises. An analytical junior-level software developer with expertise in Android app development, Python technologies and WordPress technologies. Skilled in requirements analysis and project documentation. Able to communicate effectively with both technical and non-technical project stakeholders.

Strengths & Skills

- ✓ Data management
- ✓ Software support
- ✓ Python
- ✓ Project Manager
- ✓ Android Developer
- ✓ Quality Assurance
- ✓ WordPress

Academics

Title	Institute	Score	Date
Masters in Software Engineering	COMSATS Institute of Information Technology, Islamabad	3.1 CGPA	2020
Bachelor of Computer in Software Engineering	Foundation University, Rawalpindi	2.8 CGPA	2016

Experience 5 years

Company	Designation	Duration	
World Health Organization - Pakistan	Data Management Officer	Oct 2020 - Present	2.7 years
Exagic	Project Coordinator	May 2017 - May 2018	1 year
Fiverr	Professional Freelancer	Jul 2016 - Present	6.9 years

Work History

World Health Organization - Pakistan Oct 2020 - Present (2.7 years)

Data Management Officer Islamabad, Pakistan

Deployed by World Health Organization Pakistan in Covid-19 surveillance team under supervision of Central Health Establishment Islamabad at Islamabad International Airport. Main responsibilities includes perform data entry in pre-built sheets / database / software. Maintain exemption list of all International airports in Pakistan. Undertake random monitoring to check for discrepancies, if any. Retrieve data and produce regular reports, as requested. Reviews data for errors, missing pages, or missing information and resolve discrepancies, if any. Verify data by comparing it to source documents. Perform regular backups to ensure data preservation. Sort organize and store paperwork after entering data.

Exagic May 2017 - May 2018 (1 year)

Project Coordinator Islamabad, Pakistan

Primary responsibilities were handling administrative tasks for the project manager and team members to keep the project running smoothly. Carries out the necessary daily tasks to keep a project on track, Responsible for the initial goal setting and planning phases all the way through to project completion and delivery to the client. This includes establishing budgets, estimating necessary resources, and plotting a timeline for completion.

Fiverr Jul 2016 - Present (6.9 years)

Professional Freelancer Rawalpindi, Pakistan

A Digital Evangelist serving Fiverr community for over 6 Years

Industries

- Information Technology

Languages

- Urdu - Native
- English - Medium

Functional Areas

- Software & Web Development
- Project Management
- Quality Assurance (QA)
- Data Management

Hobbies

- Cricket
- Social Media
- Politics
- Camping
- Hiking