




Zubair Khan Panezai

CONTACT

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 House 8-20 Usaman road, Quetta

 8 May 1988

EDUCATION

Graduation in Political science and Sociology
University of Balochistan
2017 – 2019

Intermediate in Economics
University of Balochistan
2008 – 2010

Matriculation in Science
Islamia High School Quetta,
2004 – 2006

SKILLS

Microsoft Excel
Microsoft Word
Microsoft Powerpoint
Google Docs
Google Sheets
Google Slides
Google Forms
Google Meet
Google Drive
Google BigQuery
Tableau
Power BI

LANGUAGES

Urdu
English
Pashto (Mother tongue)

ABOUT ME

I am well versed in communication skills and a responsible team member, committed to deliver high quality work that meets the needs of stakeholders.

As a data analyst, I have a strong understanding of the latest data analysis techniques and tools. I have visited most of the districts of Balochistan for data collection, and I am proficient in using data tools for collected data.

Overall, I believe my skills and experiences make me a strong candidate for any field-related job and data analyst role, and I am excited about the opportunity to contribute my expertise to your organization.

WORK EXPERIENCE

Jan 2023 – Quetta, Pakistan
Acasus Pakistan | **Polio Eradication Initiative**
Provincial Data Support Officer - Acasus office, Quetta

- Developed checklists on Acasus data application for SNID intra-campaign monitoring and cluster polio campaigns
- Trained field monitors on developed checklists for various assignments including 24/7 birth dose assessment, SNID intra-campaign monitoring, and taking clusters
- Prepared visit plan of field monitors
- Supervised field monitors during polio campaigns and other assessments
- Conducted daily data reviews and debriefs with field monitors on field-related activities
- Cleaning, organizing and analyzing on data collected during various campaigns and field visits
- Developed data models/trackers on Excel and Google Sheets for smooth data analysis
- Provide support to IAs (Implementation Associates) on data analysis and reports preparation

Jan 2022 – Dec 2022 - Quetta, Pakistan
Acasus Pakistan | **COVID-19**
Provincial Data Support Officer at Expanded program on Immunization

- Prepared daily reports on COVID-19 vaccination, testing and its stocks
- Conducted virtual meetings with Federal and Provincial Health Departments
- Conducted meetings with Balochistan Health Department regarding COVID-19 vaccination and testing
- Prepared Budget for Covid-19 Vaccination Campaigns
- Handled NIMS and COVIM related queries

Mar 2021 – DEC 2021 – Quetta, Pakistan
Acasus Pakistan | **COVID-19**
Data Supervisor / Trainer at Expanded program on Immunization

- Trained Govt vaccinators on NIMS and COVIM to improve vaccination and vaccine stock compliance
- Ensured complete, accurate and timely monitoring and review of COVID-19 vaccination data entry into NIMS
- Handled queries related to NIMS and COVIM

May 2020 – Feb 2021 – Quetta, Pakistan
Acasus Pakistan | **COVID-19**
Data Entry Supervisor / LAB in-Charge at Public Health Laboratory, Fatima Jinnah Chest Hospital, Quetta

- Ensured details of suspects and patients of COVID-19 and their test results information recorded in CMDU portal
- Ensured the accuracy of COVID-19 patients data
- Ensured the provision of COVID-19 test results to suspects/patients in timely manner
- Ensured attendance compliance of all data entry operators
- Ensured compliance of work performance of all data entry operators

Mar 2019 – Sep 2019 – Quetta, Pakistan
RIZ Consulting | **Polio Eradication Initiative**
Field Monitor

- Undertook field visits for monitoring the APEX field teams according to the formats set by the organization as per the work plan shared by RIZ
- Monitored morning and evening meetings of APEX field teams
- Prepared daily reports of visits and submitted them to the supervisor

Aug 2018 – Nov 2018 – Quetta, Pakistan
Trust for vaccine and Immunization | **Stunting prevention Project**
Research Officer

- Data collection of project Activities
- Preparing and maintaining documentation on daily basis
- To ensure proper distribution of supplies, usage of equipments and vehicle moments
- To look after overall day-to-day field activities

Feb 2015 – Feb 2016 – Quetta, Pakistan
Organization for the Development of Youth
Social Mobilizer

- Awareness Sessions with communities
- Conducting meetings for mobilization
- Strategic Management
- Engaging communities in different social action projects