

Abdul Mohsin Khan

PERSONAL INFORMATION:

House No. 403, Street #27, Sector D4 Phase 1, Hayatabad
District Peshawar.

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Objective:

To contribute my expertise and dedication to a respected organization that values innovation, teamwork, and continuous growth. I aspire to leverage my skills and experience to make a meaningful impact, while fostering personal and professional development in a collaborative and dynamic work environment.

Personal Details:

FATHER'S NAME : Dr Sarfaraz Khan
DATE OF BIRTH : 18th January 1984
NATIONALITY : Pakistani
RELIGION : Islam
DOMICILE : District Tank (Settled in Peshawar)
MARITAL STATUS : Married

Summary of Qualifications:

QUALIFICATION	Session	YEAR	University/ Board
LLB	Annual	2005-2007	University of Peshawar
MBA	Annual	2010-2012	University of Peshawar
B.A	Annual	2003-2004	Government College Peshawar
F.Sc	Annual	2001-2002	Govt Islamia Higher Secondary School DIKhan
S.S.C (Matriculation)	Annual	1999-2000	BISE Bannu

Computer skills:

➤ **S Y S T E M S E X P E R I E N C E**

- Working Knowledge of Ms office (MS Word, MS Excel, MS Power Point)
- Windows Installation and Operation.
- Back Up & Recovery

Work Experience:

➤ **Professional Employees Pvt Ltd (PEOPLE)**

UNICEF Project

Designation: (*Union Council Communication Officer*)

from 1st April 2021 to Present. (Duration 2 years 8 months)

❖ **Key Responsibilities:**

- Engaging with communities on a large scale to enhance awareness of Vaccine Preventable Diseases, fostering informed decision-making.
- Collaborative meetings with Community-Based Organizations, Civil Society Organizations, and Non-Governmental Organizations to strengthen partnerships for impactful initiatives.
- Advocacy meetings held with community leaders and political representatives to garner support and facilitate the acceptance of vaccination programs.
- Engaging with families who may be hesitant about vaccines to build trust, enhancing social and behaviour change communication (SBC) and promote vaccine acceptance within the community. Strengthening of local partnerships, and inclusion of and access to mobile and migrant populations in polio eradication and Essential immunization activities.
- Providing training programs to Area level Social Mobilizers, Community Health Workers to enhance their capacity and effectiveness in managing vaccination efforts.
- Implementing rigorous monitoring to ensure the quality of training programs and using Training Needs Assessment reports for continuous improvement.
- Assessing the quality of micro plans to ensure the success of vaccination campaigns.
- Consistent monitoring of teams and area supervisors to maintain and improve the quality of work during vaccination initiatives.
- Providing weekly progress reports to the District team, including the Tehsil Communication Officer and Data support Officers.

➤ **Chip Training & Consulting(CTC)**

UNICEF Project

Designation: (*Union Council Communication Officer*)

from 1st Aug,2020 to 31st March 2021. (Duration 8 months)

❖ **Key Responsibilities:**

- Engaging with communities on a large scale to enhance awareness of Vaccine Preventable Diseases, fostering informed decision-making.
- Collaborative meetings with Community-Based Organizations, Civil Society Organizations, and Non-Governmental Organizations to strengthen partnerships for impactful initiatives.
- Advocacy meetings held with community leaders and political representatives to garner support and facilitate the acceptance of vaccination programs.
- Engaging with families who may be hesitant about vaccines to build trust and promote vaccine acceptance within the community. Strengthening of local partnerships, and inclusion of and access to mobile and migrant populations in polio eradication and Essential immunization activities.
- Providing training programs to Area level Social Mobilizers, Community Health Workers to enhance their capacity and effectiveness in managing vaccination efforts.
- Implementing rigorous monitoring to ensure the quality of training programs and using Training Needs Assessment reports for continuous improvement.
- Assessing the quality of micro plans to ensure the success of vaccination campaigns.
- Consistent monitoring of teams and area supervisors to maintain and improve the quality of work during vaccination initiatives.
- Providing weekly progress reports to the District team, including the Tehsil Communication Officer and Data support Officers.
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➤ **Khyber Pakhtunkhwa Ehtesab Commission**

Govt of KP Project

Designation: (*Field Operator Investigation*)

from Aug 26th 2015 to December 31st -2018. (Duration 3 years 4 months)

❖ **Key Responsibilities:**

- Coordinate Investigation and Collection of information.
- Monitoring, Physical Verification/inspection of suspected sites.
- Monitoring and Compliance of legal cases.
- Enhancing transparency to avoid maladministration.
- Monitoring and Evaluation of developmental Projects..

➤ **Commissioner Afghan Refugees KP**
UNHCR Project

Designation: (Project Assistant)

from Oct 1st 2013 to Aug 25th 2015. (Duration 1 year 11 months)

❖ **Key Responsibilities:**

- Social Mobilization, Counselling, Programme Development, MEAL, WASH.
- Support in Afghan Refugees repatriation.
- Safety health & hygiene management in refugees camps.
- Presentations and coordination meetings with IPs and UNHCR.
- Assist and support CFO in organizing events and training.
- Close liaison with NADRA POR Registration cell for repatriating Afghan Citizen holders and their POR Cards Verification.

➤ **Commissioner Afghan Refugees KP**
UNHCR Project

Designation: (Referral Coordinator)

from Sept 25th 2004 to Sept 30st 2013. (Duration 9 years)

❖ **Key Responsibilities:**

- General Administration and staff management.
- Social Mobilization, Counselling, Programme Development, MEAL, WASH.
- Benefits and Compensation Record maintenance.
- Legal compliance of infringement.
- Presentations and coordination meetings with IPs and UNHCR.
- Assist and support in organizing events and training.
- Assist with trip expense report, photocopying, ordering books and material as per order of management.
- Motor pool management, fuel reports and maintenance of vehicles.
Other assignments by the high ups.

- **English** (competent)
- **Urdu** (National language)
- **Pashto** (Native)

- To serve humanity with passion and create a positive environment for the well-being.
- Positive use of Social Media.
- Multimedia Software.
- Working in a team to achieve goals.
- To improve and share the latest development and up-to-date technology.

Languages:

Interests: