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PROFESSIONAL SUMMARY

With 15 years of experience, I specialized in Public health project monitoring, evaluation, and communication. Proficient in information management systems like DHIS-2, vLMIS, and EPI MIS, I have worked on numerous medium to high-complexity projects, consistently delivering on-time and quality results. My strong IT skills and proactive approach contribute to project success.

EDUCATION

Masters in Population Sciences (MPS) Year 2010 First Division
Department of Sociology, University of Karachi

BA (Honors) Gold Medalist Year 2007 First Division
University of Sindh, Jamshoro

WORK EXPERIENCE

Monitoring and Evaluation Officer with Asian Development Bank (ADB) and Federal Directorate of Immunization (FDI) From April 2023 to Dec 2023

- Developed and shared field monitoring and evaluation reports, enhancing transparency and accountability.
- Presented and implemented vLMIS M&E plan to ensure compliance and reduce data discrepancies
- Produced progress reports against Desired Field Monitoring (DFM) targets, ensuring alignment with project objectives.
- Created monitoring reports utilizing VLMIS and EPI MIS data, facilitating informed decision-making.
- Designed project monitoring plans in consultation with program teams and partners, optimizing project management.
- Collected data against indicators, providing actionable feedback to improve project performance.
- Assisted in designing and conducting midterm and end-line project evaluations, contributing to evidence-based decision-making.
- Generated quarterly, six-month, and annual Data Analysis and M&E reports, offering valuable insights into program progress.
- Shared M&E learnings with the team, fostering a culture of collaboration and learning.
- Actively participated in Monitoring Visit the Reaching the Unreached RUR-Activity South KP,
- Monitored Post Campaign Evaluation RUR at Soth Waziristan, KP

Monitoring and Evaluation Officer with Common Management Unit (CMU) Islamabad, Ministry of National Health, Government of Pakistan, From April 2021 to March 2023

- Developed and contributed to the M&E Plan for the TB project, covering indicator selection, target setting, reporting, and database management.
- Oversaw data collection, storage, analysis, and reporting to ensure high-quality and audit-worthy data.
- Supported program report preparation and review, ensuring accuracy and relevance.
- Managed research activities, integrating outcomes and lessons learned for stakeholder sharing.

- Provided training and mentoring to strengthen M&E systems implementation.
- Designed and managed gender-disaggregated beneficiary monitoring systems.
- Liaised with provincial and district TB teams, M&E teams, and stakeholders for validated data entry in DHIS2.
- Supported maintenance of data systems and ensured proper TB information flow.
- Facilitated DHIS2 implementation through stakeholder liaison and logistical support.
- Ensured regular case-based data entry in DHIS-2 for informed decision-making at all levels.

Advocacy and Communication Manager with Baham Foundation Lahore, From Jan 2019 to March 2021 in Lahore

- Ensured strategic and timely dissemination of information and key messages to internal and external audiences
- Successfully Organized press briefings, conferences, seminars, and media appearances to promote the project's image.
- Managed preparing and disseminating IEC materials, including backgrounders, news releases, articles, presentations, and videos.
- Successfully Monitored reported, and analyzed public and press opinions on female health, well-being, Their families and HIV-related events.
- Established and maintained professional relationships with key stakeholders in women empowerment and HIV/AIDS prevention.
- Collaborated with the PR team to manage and update the project's website and social media platforms.
- Demonstrated proficiency in social media management and leveraging online communication tools.
- Designed and translated Various communication materials
- Successfully prioritized tasks, worked well under pressure, and managed multiple projects within tight deadlines.
- Experienced in working with cross-functional teams and executing media campaigns

Worked as District Monitor Measles in World Health Organization (WHO), I have worked here since Sept 2018 to December 2018

- Conducted timely measles campaign readiness assessments at district and UC levels
- Assisted in assigning and compiling assessment findings for corrective actions
- Monitored the quality of preparatory activities and conducted Rapid Convenience Assessments during campaigns
- Coordinated meetings, and data collection, and prepared technical reports for Measles SIA

Project Manager in Global Fund GFATM-9 Project, From Feb 2012 to June 2018 in the Larkana district, Sindh

- Managed and monitored all the activities of the HIV/AIDS Prevention Project in district Larkana,
- Oversaw and implemented project activities at the site and in outreach.
- Supervised situational Assessment in Larkana Pakistan, interviewing more than 600 MSM and TGs to understand their sexual practices, socio-cultural dynamics, health needs and different factors hindering service delivery for the community in their cities
- Managed financial aspects of site office activities
- Developed and submitted monthly work plans and progress reports
- Conducted advocacy sessions with key stakeholders
- Participated in Various research activities during the project
- Ensured daily data entry in project MIS and coordinated staff meetings
- Verified stock and managed procurement/supply
- Established relationships with local authorities and community members
- Monitored project activities to ensure effectiveness and address gaps
- Implemented administrative procedures effectively

Advocacy and Communication Officer in the CSR Program with Fauji Fertilizer Bin Qasim Ltd Karachi, From Nov 2010 to Jan 2012

- Established VDOs with stakeholders, facilitated social mobilization and addressed communication barriers.
- Supervised youth situational Assessment in Bin Qasim Town of Karachi Pakistan, interviewing more than 3000 Families about socio-cultural dynamics, health needs Education level

- Organized seminars, and press conferences, and distributed IEC materials effectively.
- Coordinated timely reporting with the Program Manager.
- Successfully organized and facilitated Trainings for the community
- Conducted regular field visits to project sites for monitoring.
- Developed and updated monthly work plans.
- Managed project documentation and data collection efficiently.
- Provided assistance and technical support to project staff.

M&E Officer with a World Bank-funded project for the prevention of HIV/AIDS, From July 2005 to June 2009

- Collected data against indicators, providing actionable feedback to improve project performance.
- Assisted in designing and conducting midterm and end-line project evaluations, contributing to evidence based decision-making, ensuring compliance with World Bank requirements.
- Managed financial aspects of project activities at the site office.
- Developed monthly work plans and timely submitted reports to the project manager
- Conducted advocacy sessions with key stakeholders to create an enabling environment for drug users
- Reviewed and verified data collected by Outreach Workers, Ensured daily data entry in project MIS.
- Maintained records of all project-related meetings and activities.
- Reviewed daily reports to address field-related issues.
- Maintained relationships with local authorities and community members. reduce communication barriers, Participated in mappings and research studies

PROVIDE FACILITATION

- Monitored and provided supportive supervision during the Measles outbreak response in D.I. Khan from June 17th to 24th, 2023.
- Undertook monitoring and supportive supervision for the "Reaching the Unreached" (RUR)-1 activity in D.I. Khan, KPK, from July 17th to July 26th, 2023, nominated by FDI.
- Conducted monitoring for the RUR Post Campaign Evaluation Activity in District Banu, KPK, from July 30th to August 4th, 2023, nominated by FDI.
- Undertook monitoring and supportive supervision for the "Reaching the Unreached" (RUR) Round-2 activity in D.I. Khan, KPK, from August 28th to September 7th, 2023, nominated by FDI.
- Facilitated the National Electronic Immunization Register NEIR at Neelam Athmaqaam AJK.
- Provided capacity building training on IDUs care and support to NGOs and CBOs in Pakistan for UNICEF.
- Supervised a research study in Larkana Pakistan, interviewing over 80 Female Drug Users, with Phoenix Foundation and UNODC Pakistan.
- Compiled and summarized research data for the "Regional National Human Rights Institutional Project" on behalf of IDLO, involving 150 marginalized community members.
- Conducted situational assessment in Larkana Pakistan, interviewing over 600 MSM and TGs to understand their needs and challenges in service delivery

REPRESENTATION IN CONFERENCES/ TRAININGS

- Participated in 2-day Training of Trainers (TOT) on Lot Quality Assurance Sampling (LQAS) Survey for Polio Eradication in Pakistan, organized by NEOC in Lahore, 15-16 Feb 2024,
- Completed **Mid-Level Management (MLM) Course** organized by Federal Directorate of Immunization, Islamabad, December 18-22, 2023.
- Attended 2-day Integrated Capacity Development training on Finance & Disbursement, funded by ADB, May 11-12, 2023.
- Participated in one-day training workshop on data-driven decision-making with Kobo Collect and Analytical tools for COVAX and EPI Monitoring.
- Participated in 2-day training of Trainers on Case-based data collection tools and analysis on DHIS-2, September 14-15, 2022.
- Participated in 2-day training workshop on Monitoring and Evaluation for District Monitors on Measles, organized by UNV and WHO, held on September 18-19, 2018
- Participated in World AIDS Day and a 3-day HIV/AIDS Conference in Dhaka, Bangladesh, December 1-5, 2014.
- Completed training on 'Project Planning, Implementation & Evaluation' by HEC in collaboration with IBA Karachi, May 25-29, 2015.
- Participated in 10th Enhancing Community Health in Communities Training program (ECHO) Training by Colombo Plan and US Department of State, May 18-26, 2015 in Karachi

- Participated in 3-day training workshop on Monitoring and evaluation arranged by PSI Nepal and NMHA at Lahore, May 2012.
- Presented Abstract at ICAAP-11 on Regional HIV/AIDS Conference in Bangkok, Thailand, November 23-27, 2013.
- Participated in training workshop on Interpersonal Communication skills organized by PNAC at NIPA Karachi.
- Participated in 3-day workshop on Population, Peace, and Development organized by Population Association of Pakistan (PAP) in Islamabad.
- Participated in 3-day workshop on “Result-based project management” organized by the National Commission of Urban Planning.
- Participated in 5-day training on proposal and report writing organized by Bridge Consultants Foundation at Karachi.

PROFESSIONAL SKILLS

- Report writing and Proposal writing skills
- Expert in Project Management, Monitoring and evaluation
- Strong communication and Social Mobilization Skills
- Expert in EPI MIS, vLMIS, DHIS-2, Data Analysis, Data Reporting and Presentation
- Translation of development material from English to Urdu and Sindhi as well

LANGUAGES

- Can speak, read and write English, Urdu, Sindhi and Punjabi languages

PUBLICATIONS

1. High mortality rate amongst PLHIV in Larkana due to unavailability of Govt. treatment centers and inappropriate care and support services (Presenting-Authored)- Published in ICAAP-Thailand
2. Adolescent PLHIV Transgender sex-workers in brothels and streets of Larkana-Pakistan (Presenting Authored) - Published in ICAAP-Thailand
3. Got Full Partial Scholarship (**Presenting-Authored**)- **Published in ICAAP-Thailand** 22- 28 November 2013

CASE STUDIES

1. FDI provides Monitoring and Evaluation Support nationwide, focusing on the **National Electronic Immunization Registry (NEIR) Trickle Down Training**
2. **A Polio-Affected Medical Officer's inspiring journey** in combating 12 Vaccine-Preventable Diseases, with a primary focus on Polio Eradication an Immunization Hero, and Pride of Pakistan: (Mr. Ali Muhammad, M&E Officer-FDI).
3. **Dr. Wali Khan, EPI Coordinator from Kalash Valley:** A dedicated healthcare champion for District Upper Chitral. (Case studies available on FDI [Website: https://epi.gov.pk/resources/case-studies-success-stories/](https://epi.gov.pk/resources/case-studies-success-stories/))