

Circulim



Vate

GUNESS

Address: Talo Muhlah Ward 3
Taluka Diplo & District Tharparkar
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OBJECTIVE:

To work with large and reputed organizations having sound foundations & Co-Operative Working environment where challenging opportunities exists with good compensation, benefits & future prospects.

PERSONAL INFORMATION

- ❖ Father's Name: Tanoo Mal
- ❖ Date of Birth: 01-25-1996
- ❖ CNIC # 44302-7210375-1
- ❖ Nationality: Pakistani
- ❖ Domicile: Tharparkar
- ❖ Religion: Hindu
- ❖ Marital Status: Married
- ❖

QUALIFICATION Grade Institute / Board

- Matriculation "A1" From BISE Mirpurkhas,
- Intermediate "A" Form BISE Mirpurkhas,
- BS (Hons) in COMMERCE 1ST Div. From University of Sindh
- MS OFFICE (2 Months) From language Master Institute Karachi.

EXPERIENCE:

❖ **SHIRKAT GAH [WOMEN RESOURCE CENTER] as YOUTH FOCAL PERSON.**

From 01/01/2017 to 28/Feb/2018

➤ **Responsibilities:**

- ❖ Youth trainings ,seminar,
- ❖ Table talk& group discussion.
- ❖ Formation of SAP
- ❖ Monthly study circle and reports.
- ❖ Charter of demand for National youth Assembly fornt of Parliamentian.

❖ **AURAT FOUNDATION as BISP NSER =ENUMERATOR** from 07

➤ -July-2019 to 15/Jan /2020

➤ **Responsibilities:**

- ❖ House Hold Survey of different villages of Diplo Tharparkar.
- ❖ Socio Economic Registry
- ❖ Daily field reports
- ❖ Community awareness regarding survey.

❖ **ASSAN DAS MEMORIAL PUBLIC HIGH SCHOOL** working as **Teacher SSC** at Diplo Tharparkar

❖
from 15/ January /2020 to 25.01.2022.

➤ **Responsibilities:**

- ❖ Secondary class teaching
- ❖ Weekly& Monthly basis test.
- ❖ Extra Ordinary activites [Tablos,Seminar,Speeches,Quiz competitions
- ❖ Result Card and progress report.
- ❖ Maintain all office work

• **MANAGEMENT &DEVELOPMENT FOUNDATION: Working**

• as **Social Mobilizer** AAP=WASH from 25/01/22 to cont:

Key Job Responsibilities Overall :

- **Daily work plan and report**
- **Maintain all record in office.**
- **Formation of PRA, BBCM, CLTS, VO, .**

- Weekly& Monthly work plan.
- Finding Community resources person and assign for task.
- legally provide support of community issues.
- Maintain a monthly routine work. Ensuring and providing ongoing feedback and follow-up on community and manage all challenges with team.
- Social Mobilization and community awareness session.
- SWOT Analysis.
- Enumeration and resolving field issues.
- Team work for sustainability.

• CERTIFICATE AND AWARDS

AWADED PM LAPTOP SCHEME ON STRONG ACADEMIC POSITION.

- (Emergency Preparedness and Response)certificate from UNTF,FRDP , University of sindh Jamshoro
- (Active Citizen Programme) certificate from British council,
- (Sindh Youth Conference) certificate,
- (Hyderabad literature festival)volunteer certificate,
- (Human serving society) 'Asman ke sitary' certificate,
- PAK US ALUMNI Women media in journalist certificate,
- MS office Certificate from Master language institute Karachi.
- National Business Development Programme certificate { SALE FORCE MANAGEMENT FOR SME }

Skills & Abilities

MANAGEMENT

- Planning & Implementation
- Communication & Networking
- Organization
- Coordination

COMMUNICATION

- Excellent written and verbal communication skills
- Speaking in public, to groups, or via electronic media
- Excellent presentation and negotiation skills

➤ LEADERSHIP

- Alert to social environment

❖ LANGUAGES

- ❖ English . Good Reading Writing & Speaking

- ❖ **Urdu .** **Good Reading Writing & Speaking**
- ❖ **Sindhi.** **Good Reading Writing & Speakings**
- ❖ **Dhatki/Thari : Mother language**

❖ **REFERENCE**

- Reference will be furnished on demand.