

Hafiz Ullah

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Current Address HNo 7ST no 11 Mattaki bezan Khel Road Bannu Township BB6515542

Permanent Address

Village Hassukhel tehsil & PO Mir Ali District North Waziristan

Passport No

Profile Summary:

Highly skilled and results-oriented professional with 12 + years extensive experience in Project Management, Monitoring and Research, Data Collection and Validation, Training and Capacity Building. Proven ability to levy and manage complex obstacles; viewed as a strong troubleshooter. Successful in intense and demanding environments, providing decisive team leadership and structure with a track record of motivating & deploying monitoring teams in the diverse and fragile communities.

Willing to relocate

Professional Skills:

- Project Scheduling
- Collaboration & Decision Making
- Survey Design
- Strategic Planning & Analysis
- Critical Thinking
- Conflict Resolution
- Content Development
- Exceptional Verbal and Written Communication Skills
- Problem Solving
- Report Writing
- Program Re-engineering

Education

MS in Human Resource Management (HRM)

Master in Business Administration & Information Technology

NEBOSH (IGC in Occupational Health & Safety).

Professional Experience

Zonal Trainer (World Health Org) (Bannu Zone)

January 2023 (currently Working)

Pre Training

- Ensure availability of training material including training equipment In coordination with respective sections.
- Arranging Participants List
- Calls to each and every Participant regarding training venue & dates of training
- Printing of Training Material (Like Agenda, Pre & Post Test, Attendance Sheet, Registration Sheet etc.
- Training Venue (Visit Venue to ensure the arrangements at least one day before training)

During Training

- Trainer should be in training hall at least 15 minutes before training
- Trainer is responsible for o Registration of participant's
 - Attendance of participant's
 - Pre & Post Test Entries & Timely submission to Head Office.
- Mock Exercises on
 - Methodology Field Plan
 - Locating Cluster
 - Sampling
 - Data Collection & Data Uploading
 - Formation of Field Teams

After Training:

- Ensure submission of following documents
- Ensure Availability of Village Code Book (CVB) to be provided by Data Section
- Pre-& Post Test (Soft Copy)
- Data Collection & Data Uploading through NEOC APP
- Attendance Sheets/Registration sheets (Hard)
- DDM card (Hard Copy)
- Field Visit
- Coordination with District Administration & Line Departments

Federal Independent Monitor (WHO)

Sep 2022 – Dec 2023

Polio Campaign Monitoring

- Monitor Polio Activity during Campaign.
- Monitor Logistics and HR during Campaign Days
- Monitor and Report Mobile, Fixed and Transit teams during Campaign
- Monitor Routine Vaccination during Campaign Days
- Checked vaccine carrier and refrigerator ILR
- Checked Micro plan and verify teams visits
- Attend DEOC & DC ER meeting during Polio Campaign
- Report Daily Field Activity to Federal M&D
- Facilitates over All polio Activity with Field Level Staff
- Report Overall Activities with Federal M&D and Share Issues With DHO & DC, and DEOC in ERM

RAYN

DISTRICT PROJECT OFFICER

May 2022 to August 2023

Working as District Project Officer North Waziristan with RAYN org for Geographical Coverage Support Services (GCSS) .Monitoring through GCSS in collaboration with National Emergency Operation Centre (NEOC), Govt of Pakistan. JD includes training and management of RIZ District Supervisor .Field Supervisor and Surveyors on GCSS devices and Data Uploading on Android based GCSS App. Monitoring of Uploading data and Daily activity report on Dash board. Coordination With DHO, District Administration and Line Departments

LQAS (POLIO) (WHO)

District SUPERVISOR NORTH

March2022-

Working as a District Supervisor North Waziristan with World Health Organization (WHO) for Lot Quality Assurance sampling (LQAS) Polio Monitoring project in collaboration with National Emergency Operation Centre (NEOC), Govt of Pakistan. LQAS is a rapid survey method to “assess evidence of vaccination coverage” following supplementary immunization activities (SIA) in pre-defined areas such as a health UCs (known as “lots”), using a small sample size. JD includes Management of LQAS Supervisors and Surveyors on Sampling Methodology and supervision of field data collection in assigned Lots on NEOC App.

SOMERIAN HEALTH ABU DHABI

Monitoring Officer

Monitor the Tract pattern of movement, contact tracing by using smart watch.

Dec 21-Mar22

Monitor the daily PCR test and Sops in the Hospital and in Isolation Centre
Manage PCR test for all customer by putting their Detailed Information
Prepared Istijaba for the customer who has positive covid 19 test
Assign isolation center for every positive covid 19 Patient.

Monitor AlHosn App and update AlHosn app if there any issue in report in data

Insert customer and account data by inputting text based and numerical information from source

documents

Compile, verify accuracy and sort information according to priorities to prepare source data for computer entry

Review data for deficiencies or errors, correct any incompatibilities if possible and check output
Research and obtain further information for incomplete documents

CRA (North Waziristan)

(Trainer)

Introduction of CRA-N to the participants and workshops

Explaining objectives, methodologies and outcomes of the workshop

Defining importance of social cohesion and civic engagement in community resilience

Utilizing local terms, examples and terminologies for interpretation and explanation

Coining various words for propaganda, stereotypes, diversity, stability and violence

Engaging youth & elders of the workshop through locally approved ways in dialogue

Interlinked North Waziristan backwardness with violence and propaganda

Highlighted importance of social cohesion and civic engagement measures for community resilience

Documented & recorded interviews, relevant forms, identity papers and desired expectations of participants from the workshops

Facilitated other duties as assigned.

WOMEN EMPOWERMENT ORG

LIVELIHOOD OFFICER

Sep20-Apr 21

Plan and manage WFP's livelihoods activities in District North Waziristan. Formation of CO and selection of beneficiaries for Cash For Work (CFW) programming. Assessment of 400 livelihood beneficiaries for Date palm (DAKI KAJOOR) plant and mustard seeds, Coordination with FAO to provide date palm plant as well as Mustard seed to the beneficiaries select for livelihood program. Coordination with Agriculture and livestock department & Arrange Training and Session to the beneficiaries. Arrange Session for Beneficiaries selected for FAO livelihood Grant.

ISLAMIC RELIEF ORG

COMMUNITY DEVELOPEMENT OFFICER

Aug 2019 – June 2020

Conduct need assessments/ surveys and analysis, feasibility studies, stakeholder analyses, community consultations and participate in other WASH activities when required. Formation of Co, O&M committee. Mobilize communities for the prioritizing of rehabilitation and recovery activities. Facilitates the capacity building and setup of representative village committees. Ensure that the FSL is integrated and linked up to the WASH interventions. Distribute Family hygiene kits and School Hygiene Kit at Tehsil Ghulam Khan & Tehsil Miran shah .Supports in the development of IEC materials for all activities implemented. Ensure that the public health promotion activities are appropriate to the needs of the beneficiaries. Support and supervise daily skilled and unskilled workers / project volunteers and give them useful instruction regarding their work improvement, through coordination with the relevant skilled staff. To ensure that systems are set in place for the operation and maintenance of all water supplies and sanitation facilities, including the provision of all necessary training.

To ensure gender mainstreaming in programs. This includes the introduction of mechanisms to enable women equal to participation in decision making around WASH issues.

Friendly and gender appropriate through PHAST community mobilization approach and positive behavioral change to wards good hygiene practices

SRSP

CMST (TRAINER)

Dec18 - Mar19

Formation of 31 MCO and CMST training of the 31 MCO. Joint Bank Account opening of the 31 MCO. Identification and registration of beneficiary households for livelihood program. Regular monitoring of the activities at distribution level and off site with households. Need identification through house holds' survey. Ensuring timely implementation of livelihood activities. Monitoring Field level activities. Supporting Engineering team in implementation of CPIs. Managing project activities in the targeted union councils. Supporting field staff for the timely implementation of activities at field level.

Documenting in the timely manner, all progress challenges, and learning for future implementation of similar projects and accountability. Leading assessment in the operational area for livelihood interventions. Conducting regular field visits to verify quality /progress of Livelihood Program interventions provide technical guidance and advice. Over all coordination of project activities. Liaison with local stakeholder

CARE INTERNATIONAL ORG

HEALTH & HYGIENE OFFICER

Apr 18 – Nov 18

Conduct need assessments, feasibility studies, Mobilize the community in the effective use of the community resources for hygiene promotion and wash . Mobilize communities for the prioritizing of rehabilitation and recovery activities .Facilitates the capacity building and setup of representative village committees. Ensure that the FSL is integrated and linked up to the WASH interventions. Distribute WASH NFIs and hygiene kits in the target community. Supports in the development of IEC materials for all activities implemented. Ensure that the public health promotion activities are appropriate to the needs of the beneficiaries. Support and supervise daily skilled and unskilled workers / project volunteers and give them useful instruction regarding their work improvement, through coordination with the relevant skilled staff. To ensure gender mainstreaming in programs. This includes the introduction of mechanisms to enable women equal to participation in decision making around WASH issues. Conduct Hygiene sessions using PHAST and villages clean up campaigns. Friendly and gender appropriate through PHAST community mobilization approach and positive behavioral change towards good hygiene practices.

PREPARED PAKISTAN

COMMUNITY DEVELOPEMENT OFFICER

Jan18 - Mar18

Overall project management at field level and coordination with project management team based at field office Bannu.

Formation of CBOs/VOs and their capacity building regarding SHELTER, WASH AND LIVELIHOOD project. Completion of 250 shelter, 160 LATRINE and cash for work.in DDK MIRANSHAH. Assist Documentation unit with regards to record keeping and documentation system of the project. Successfully completed the assessment for hand pump and latrine included hygiene kit. Conducted health & hygiene sessions in 600 DIRECT BENIFICIRIES at Tehsil Miranshah. Achieve the targets within

time frame given. Conduct community environmental and hygiene assessments, adopting participatory tools and methods. Work within the agreed work plan and ensure timely attention to priority tasks Initiate sessions to the community. Ensure WASH programmers meet SPHERE standards and established best practice. Arrange field visits regularly to observe shelter, latrine and wash.

CERD

PROTECTION OFFICER

Sep17 - Dec17

Conduct community awareness Sessions with IDP NWA. Protection issues identification. Referral of identified issues to their concern service provider for assistance. . To Support the IDPs in formation of legal documents like Domicile. Birth Certificate, Marriage certificate etc. Protection Committee

formation on community level. Coordination meetings with different departments for solution of IDPs Problem. Follow up visits to Food Distribution Hubs. Follow up of referred cases. Village profiling. Focus group discussion. Coordination among line departments, projects, NGOs and district administration. Conducted Capacity building of beneficiaries on protection issues

SRSP

Field Officer

Sep 2016 -Jul 2017

Formation OF CO,VO AND LSO IN THE 45 VILLAGES OF NORTH WAZIRISTAN AGENCY TWO TEHSIL,s MIR ALI AND MIRANSHAH FOR the completion of developmental schemes. Conduct Community Management Skills Training (CMST) to skilled the community through proper training and proper guidance. Under the overall supervision of the program Coordinator, and the direct supervision of the Community Development Supervisor and in close co-operation with the other Program staff. Assist in the development of a strategy to proceed from one village to another and one valley to another within the district. Carry out Social Mobilization in rural communities, conducting participatory appraisals and create awareness. Identify problems and examine solution before incorporating them in final resolutions by the community.

Establish and develop village organizations. Work closely with the extension staff of the Line Departments and NGO. Assist the community in the collection of baseline data about each village from time to time as advised by the Program Specialists through the Community Development Supervisor. Carry out linkage building activities to bridge the community and outside agencies both Government and non-government

PREPARED PAKISTAN SOCIAL

MOBILIZER 2016 - 2016

Arrange community based/ outreach activities in line with the detailed implementation plan (DIP) and activity scoping documents (ASDs) including house-to-house visits, trainings, awareness raising and distributions;

Transparent and appropriate selection of beneficiaries for all project activities;

Informed community about all processes, i.e, complaint mechanisms, selection criteria and distributions in an open and timely manners

cash distributions as per internal and external guidelines;

Engage community and local leaders to support community

mobilization activities; Consider cultural, gender and inclusion within

all activities Support IDP tracking mechanism

ISLAMIC HELP ORG

Project Officer

June15 - Dec15

Overall project management at field level and coordination with project management team based at field office bannu. Formation of CBOs/VOs and their capacity building regarding WASH project Completion .Assist Documentation unit with regards to record keeping and documentation system of the project. Successfully completed the assessment for hand pump and latrine included hygiene kit. Conducted 150 health & hygiene sessions in 14 VILLAGES OF UC HAWAID AND MAMAKHEL Achieve the targets within time frame given. Conduct community environmental and hygiene assessments, adopting participatory tools and methods. Work within the agreed work plan and ensure timely attention to priority tasks Initiate sessions to IDP families and host community. Ensure WASH programmers meet SPHERE standards and established best practice. Arrange field visits regularly to observe WASH practice.

MERLIN INTERNATIONAL

Health & Hygiene Officer

OCT14 - Mar15

Interaction with community for the project interventions of health in coordination with district coordinators. Facilitate the district coordinator in mapping of the area for the project implementation. Facilitate the district coordinator in conducting FGDs in the target community. Orientation of committee members on project activities, objective, outcomes and implementation methodology. Responsible for identification and verification of project beneficiaries for different activities and trainings in the target UCs. Responsible for preparing beneficiaries lists in consultation with team leader. Facilitate the trainings and other capacity building initiatives with the project beneficiaries if and when required and communicated by the district coordinator. Facilitate in monitoring post implementation of project intervention in the target area.

Short Term Assignments

APEX Consulting Pakistan

District FIELD Monitor

Monitoring Of Area field Officer

Preparation of Work plan

Supervise IFM and AFO regard Field Work

Monitoring Of door Marking of the field Team.

Monitoring of Missed Children.

Data Management

Validation Of Data

Glow Consultant

Regional Coordinator

TPM (Third party Monitoring) WHH funded project activities i.p Sabawoon org

TPM of UNICEF funded project i.p SRSP org

TPM of FAO activities DFID funded project

TPM of UNICEF funded project i.p NMD org

TPM of UNICEF funded project i.p KPMD org

TPM of Unicef funded project i.p PHED department

TPM of Unicef funded project i.p EDU deptt

TPM of UNDP funded project Local govt department

TPM of SRSP WFP funded project visit different project sites to ensure the quality of work ,scope of work

Eman Networking & Communication Centre

IT & Network Manager

Installation of Antivirus, File/Print servers, VMWare/HyperV, DNS, Web hosting, replication,

Operating System updating & Performance tuning and Disaster Recovery

Business Continuity,

Identification and mitigation of Risks in IT Operations

Standard Operating Procedures/Processes

IT Policies and their implementation; & taking initiatives for additional better services

Installation, configuration & maintenance of Windows and Linux environments

Installation, configuration & maintenance of the server,

Storage, network, monitoring Hardware & associated peripherals

Data Center management. & Network revamp & new design including branches

Installation of Firewalls, switches, routers, WiFi, Radius Servers, VPN, LAN/WAN equipment & their management

MS Active Directory, open source/in-house email services, complaint/Ticketing management the system, backups and related

technology and Software, SAN/NAS,

Antivirus, File/Print servers, Operating System Updates

Configuration of UBNT devices (power Beam, Light Beam ,NSM5,Nano Beam, Unifi, as well outdoor and indoor devices). AC GEN 2

Set up of wireless system up 25 km as well as Tplink, LB link, Tenda out door devices

Installation of DVR ,NVR and mobile cam at office home and shops

Pakistan Telecommunication Network

Network Administrator

BANNU

DEC 2010 to NOV 12 Hands on VDSL, BVPN, ADSL (Static Ip, Security Camera, Remote Mail Server)

Installation and Configuration the DSL&IPTV Router, Modem and DSL Wireless Router and IPTV STB Device.

Perform LQT (Line Quality Test) and Observe line Quality (Line Rate, SNR, Line Attenuation, Attainable Line Rate and IP Multicasting etc) by using various devices i.e. Acterna Meter, TDR Meters, OTDR Meter.

Diagnose the DSL/IPTV circuit Problems and solve its solution with the co-ordination of (MDF, Field Lineman, NMS of both media i.e .Copper &ONU and Other) staff.

Excellent Command on web online BNCC (Billing and customer care) software and CMS (Complaints Management System) CRM (Customer Relationship Management) online Software.

COMPUTER KNOW HOW

Proficiency in Computer Data Management especially in;

- Microsoft Windows
- Microsoft Office Automation
- MS Word
- MS Excel
- Web Browsing
- Data Management
- Data Analysis
- Networking
- CCTV Cam Installation
- E-Commerce
- Word Press
- Open Data Kit (ODK)
- Internet of Thing
- Artificial Intelligence
- NEOC - LQAS App
- Survey CTO
- KOBO
- GCSS

Languages

Can understand, Dari, & fluently speak and interact in local language like Pashto Mother Language, besides Urdu as a national language & English as a professional medium.

TRAINING CERTIFICATES

- Disaster Preparedness and Emergency Action Plan (WHO)
- HHFA data analysis platform (WHO)
- Introduction to Poliomyelitis and the Global Polio Eradication Initiative (WHO)
- Health Emergency and Disaster Risk Management for Resilient Cities (WHO)
- DATA ANALYTICS AND BUSINESS INTELLIGENCE (Virtual University)
- SEO (SEARCH ENGINE OPTIMIZATION) (Virtual University)
- ISO 14001:2015 Environmental Management System Awareness (The Knights of Safety Academy)
- ISO 50001:2018 Energy Management System Awareness (The Knights of Safety Academy)
- ISO 45001:2018 Occupational Health & Safety Management System Awareness (The Knights of Safety)
- ISO 9001:2015 Quality Management System Foundations (The Knights of Safety Academy)
- Accident Reporting Awareness (The Knights of Safety Academy)
- Health and Safety Induction (The Knights of Safety Academy)
- Internal Audit Awareness (The Knights of Safety Academy)
- Personal Protective Equipment (PPE) (The Knights of Safety Academy)
- Working at Height: Safety in the Assembly and Use of Scaffolds (The Knights of Safety Academy)
- Hazard Communication Programs (The Knights of Safety Academy)
- Practicing Food Safety, Sanitation, and Hygiene at Home (The Knights of Safety Academy)
- Hazardous Substances Routes-to-Entry(The Knights of Safety Academy)
- The COSHH Manager Certificate (The Knights of Safety Academy)
- CMST,LMST,BMST Training at HRDC Centre Hayatabad Peshawar (SRSP)

References:

Shahid Imran SB

Federal M&D WHO Islamabad
& NEOC Coordinator Islamabad
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Saeed Ullah Sb

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