

IBRAR AHMED

UONIN COUNCIL OPERATION OFFICER

Personal Info

Father Name	Sana Ullah
CNIC#	5440091989109
D.O.B	13-07-1997
Mob#	03362411787/03108745847
Email Address	ibrarkhandotani2020@outlook.com
Resident Address	Satellite Town Block#4 Zhob Road Quetta
Postel Address	Social Security Center BHU Near Khizra Masjid Satellite Town Block#3 Quetta

Objective

Results-driven professional with a strong background in project management and data analytics. Aspiring to secure the role of Project Assistant in Education to utilize my skills in designing and implementing M&E frameworks, conducting data-driven analyses, and facilitating effective stakeholder collaboration. Passionate about contributing to projects that improve educational access and quality for underserved communities

Professional Summary

- Extensive experience in program monitoring, data collection, and operational planning in healthcare and development sectors.
- Proficient in designing and implementing M&E frameworks and preparing comprehensive reports for internal and donor use.
- Skilled in using data analytics tools to enhance decision-making and streamline monitoring processes.
- Strong background in team management, stakeholder coordination, and process optimization in field and office settings.

Education

BA/Bsc

Social science	University Of Balochistan	2021
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FA/Fsc

Pre, Engineering	Balochistan Board	2016
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Matricular

Science	Balochistan Board	2014
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Experience

Union Council Operations Officer CTC, July 2023 To Till Date

Health Hygiene & Immunization

- Managed logistics and operations for vaccination teams, ensuring timely delivery of resources and supplies.
- Analyzed data to optimize resource allocation and improve project efficiency.
- Supervised teams and coordinated with stakeholders to ensure adherence to operational plans.

Delivery & Operation Officer CTC, March 2022 To June 2023

Health Hygiene & Immunization

- Oversaw delivery schedules and maintained accurate inventory control.
- Developed and implemented supply chain processes to enhance productivity.
- Ensured compliance with organizational standards and protocols.

AREA SUPERVISOR CTC, Jan 2019 TO March 2022.

Community Based Vaccination Project

- Planned and executed supply distribution across multiple locations, ensuring accuracy and timeliness.
- Facilitated training sessions for staff on logistical and operational protocols.
- Collaborated with field teams to address challenges in supply chain operations.

SALES MANGER PCMA SEP 2014 TO Nov 2015.

Government Contractor & General Oder Supplier

- Led procurement and supply chain operations for government contracts.
- Managed client relationships and negotiated contracts, achieving cost savings and efficiency.

Key Competencies

Monitoring and Evaluation: Skilled in designing M&E frameworks, field data validation, and stakeholder reporting.

Data Analytics: Expertise in using Power BI, Tableau, Excel, and GIS tools for data-driven decision-making.

Project Management: Proficient in planning and evaluating multi-sectoral projects with adherence to timelines and budgets.

Stakeholder Engagement: Strong ability to communicate and collaborate with cross-functional teams and external partners.

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Technical Skills: Advanced knowledge of GIS tools (ArcMap, QGIS), and data visualization platforms.

Supply Chain Optimization

Expertise in designing and implementing efficient supply chain processes to reduce costs and enhance productivity.

Proficiency in inventory management and demand forecasting.

Logistics Management

Skilled in coordinating logistics operations, ensuring timely delivery and distribution of supplies.

Experience in managing warehouse operations and maintaining optimal inventory levels.

Procurement

Strong negotiation skills for securing cost-effective and timely procurement of materials.

Knowledge of procurement best practices and vendor management.

Communication

Excellent communication skills for collaborating with Cross functional teams and stakeholders.

Ability to clearly convey information and instructions to team members and partners.

Problem Solving

Strong problem-solving skills to identify and resolve supply chain issues promptly.

Ability to adapt to changing circumstances and find innovative solutions.

Attention to Detail

Keen eye for detail to ensure accuracy in supply chain operations and documentation.

Commitment to maintaining high standards of quality and compliance.

Cultural Sensitivity

Understanding and respect for diverse cultural backgrounds and practices.

Ability to work effectively in international and multicultural environments.

Leadership

Proven leadership skills to guide and motivate teams towards achieving organizational goals. Ability to mentor and develop team members for continuous improvement.

Professional Skill

- Strong communication and report-writing skills.
- Capacity building and training of teams on M&E practices
- Skilled in geospatial analysis and digital monitoring tools.
- Proficient in MS Office and data analysis tools
- Supply Chain Management and Optimization
- Procurement Processes and Inventory Control
- Data Analysis and Visualization (Power BI, Tableau, Excel)
- Geospatial Analysis (ARC Map, QGIS)
- Team Leadership and Capacity Building
- Proficiency in MS Office Suite
- Report Writing and Stakeholder Communication

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CERTIFICATION

GRAPHICS DESIGNER

Completed 6 Month Graphics
Course Designer From **DIGI BIZZ**
Balochistan 2023

ADIT

Completed 6 Month ADIT Course
From **NAVTTAC (TTB) Quetta 2016**

CIVIL DARFTSMAN

Completed 6 Month CIVIL
DARFTSMAN Course From **(TTB)**
KHUZDDAR 2014

References

References	Dr Safdar	Dr Nadir Shah	Tai Muhammad
Reference type	Professional	Professional	Professional
Designation	Area Coordinator	Immunization Officer	Tehsil Delivery & Operation Officer
Organization	World Health Organization (Who)	World Health Organization (Who)	Chip Training & Consulting(CATC)
Years acquainted	(4 years)	(1 years)	(3 years)
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