

INTIZAR HUSSAIN

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Professional Summary

With over a decade of dedicated service in the development sector, I have assembled extensive experience as an Educational and Public health professional. My journey has been enriched by collaborations with Government Officials stakeholders and esteemed organizations like UN-WHO, NGOs/INGOs (PHC Global, OPM International, ITA & Sukkur IBA University Assessment Department, Health Department, Riz Consulting, Indus Hospital), where I honed my expertise in various domains including Health EPI, SIAs Polio, Mental Health, Malaria Project, Typhoid Conjugated Vaccine, and in Examination Administrative, Assessment Handling and challenges, planning and budgeting of Field Assessment, Logistics, E.marking, Result Compilation and Generation and Report writing in Education Side.

My skill set also encompasses Data Analysis, including verification, cleaning, formatting, and collection. I excel in creating dynamic dashboards using Excel and Power BI, and I possess the capability to extract relevant data from databases such as EPI MIS, VLMIS, DHIS, MNCH MIS, and ZIM Data.

I bring to the table a strong background in statistical models and tools, utilizing My-SQL, R, Python, and SPSS to visualize data and derive meaningful insights. This proficiency is crucial in understanding trends and making informed projections, a vital contribution to the development and advancement of PMU strategies. Throughout my career, I have focused on leveraging these skills to make a tangible impact on health and education projects. My experience in the sector equips me with a deep understanding of the intricacies and challenges involved. I am committed to utilizing my expertise to drive meaningful progress and contribute to the success and improve of basic health indicators initiatives.

I stand very strong leadership, analytical, individual, and team-building abilities and possess excellent report-writing, presentation, and communication skills.

PROFESSIONAL EXPERIENCE



District Monitor - EPI
UN-WHO EPI Sindh
01-5-2023 to 31-12-2023

My Major Responsibilities are as under,

- Support the Divisional EPI officer in the effective implementation of WHO funded activities in the district.
- Conduct regular field monitoring visits in EPI centers, Outreach sites, Health Camps, Mobile Health Teams, etc.
- Ensure Compliance (Timeliness and Completeness) of daily administrative data and the Monitoring data using

WHO Checklists and Mobile Apps.

- Assistant district health administration in routine EPI activities Planning, and implementation of activities.
- Participate in Health and EPI Meetings.
- Liaison with DPCR and PEI teams for better-coordinated activities.
- Taking RCA Cluster and Checklist and share observation with District Health Team
- Provide support to District Health Teams in data compilation and share status of basic EPI Indicators on time by time.
- Provide ON-JOB Training to front line workers and trying to resolve minor field issues on spot.
- Filter Data by reviewing reports and performance indicators to identify problems.
- Preparing presentations for the stakeholders to understand the situation and enabling them to take important decisions based on various facts and trends.



Divisional Admin Officer
RIZ Consulting, Islamabad
15-3-2021 to 15-3-2023

My Major Responsibilities are as under,

- Coordinate office activities and operations to secure efficiency and compliance with company policies.
- Supervise administrative staff and divide responsibilities to ensure performance.
- Manage agendas/travel arrangements/appointments etc. for the upper management.
- Manage phone calls and correspondence (e-mail, letters, packages etc.)
- Support budgeting and bookkeeping procedures
- Create and update records and databases with personnel, financial and other data.
- Track stocks of office supplies and place orders when necessary
- Submit timely reports and prepare presentations/proposals as assigned.



Project Coordinator
PHC Global, Karachi
01-7-2020 to 31-8-2020

My Major Responsibilities are as under,

- Mapping of PSS Services in District.
- Coordinate and provide logistics for Workshops.
- Coordinate and supportive supervision of district team.
- Attended daily meetings at District Polio Control Room (DPCR).
- Coordinate and monitored daily work of CSO, and share report in Evening Review Meeting.



Senior Project Officer

Location: All over Sindh
Sukkur IBA University, Sukkur
01-3-2017 to 30-7-2020

My Major Responsibilities are as under,

- Coordinated with all stakeholders i.e., SEF Assessment Unit, SEF District and Regional officers and SEF School operators.
- Received, sorted, and counted, packed, booklets and testing materials throughout the test administration period in District Qamber Shahdad kot, Larkana, Matiari, Thatta and Sujawal District.
- Trained Chief Invigilator/ Invigilators (Center coordinators) and administrators in appropriate School in the concerned district.
- Monitored Schools/Centers to ensure all rules and regulations are followed. And Collaborated with the Project Director, Program Manager, and SEF Assessment Unit (SEF-AU) on Assessment Protocols.
- Collaborated with the SEF Focal Persons in the district for the guidance of root plan and test administration during the field.
- Disaggregated, analyzed, disseminated, and prepares reported, including written, graphical, and tabular presentations, for School and district results after assessment.
- To develop the final reported schools wise and districts wise.



Field Program Manager,
Location: Sukkur, Shikarpur, Khairpur, Ghotki
PHC Global, Karachi
September 2019 to December 2019

My Major Responsibilities are as under,

- Social Mobilization, Conducting meeting with stakeholders for easier implementation of the Project in the Community.
- To Facilitate and Monitor Teams during the field visits.
- Arrange and conduct Community sessions along with UC facility-based staff to sensitize community members.
- Develop linkages and referral pathway for complicated cases from community to health facility.
- Communicate aims and objectives of the study with community and respondent.
- Collect, Compile and share result of the daily coverage to district health office.
- Share daily report to Line Supervisor.
- Attended daily meetings at District Polio Control Room (DEOC)
- Coordinate and monitored daily work of CSO, and share report in Evening Review Meeting.

Other Experience

- **Manager LRC (Learners Resource Center) / Training Coordinator October 01, 2015 – Feb 28, 2017**
Idara-e-Taleem-o-Aagahi
TWF (Teacher without Frontiers) Pakistan is a social movement of professional development for teachers.

- **District Campaign Manager Idara-e-Taleem-o-Aagahi May 25, 2015 – September 30, 2015**
ASER (Annual Status of Education Report) Pakistan, **District:** MirpurKhas
- **Monitoring Officer / District Coordinator / Taluka Coordinator Sukkur IBA University, March 2015 – April 2015**
Standardized Achievement Test – III Project, District Qamber-Shahdadkot, Badin,
- **Field Researcher Oxford Policy Management, Islamabad, Pakistan Oct 2014 – Dec. 2014**
Education Fund for Sindh (EFS) 2014, **Qualitative Survey**, District Karachi, Khairpur Mir’s, Qamber-Shahdadkot
- **Logistic Officer Oxford Policy Management, Islamabad, Pakistan Aug. 2014 – Sept. 2014**
Education Fund for Sindh (EFS) 2014 **Quantitative Survey**, District Karachi,
- **Field Researcher / Enumerator Oxford Policy Management, Islamabad, Pakistan Apr. 2014 – July 2014**
Benazir Income Support Program Follow up **Quantitative Survey** 2014, **District** Sukkur, Ghotki, Khairpur Mir’s, Shikarpur, and Jacobabad.
- **Monitoring Officer Dec. 2013 – Mar. 2014**
Standardized Achievement Test - II Project, **District:** Tharparkar and Badin, Sukkur
- **District Coordinator / Taluka Coordinator Oct. 10, 2013 – Dec. 10, 2013**
Standardized Achievement Test – II Project, District Qamber-Shahdadkot, **Taluka:** Shahdadkot, **Organization:** Sukkur IBA University

Working as a Consultant



Field Consultant,
Az Corp. Entertainment, Karachi
01-01-21 to 28-02-2021

My Major Responsibilities are as under,

- Develop a teachers list for the Project named GirlsCAN.
- Facilitate Provincial team in the Trainings.
- Collect Selected Schools data from the field and compile.
- Guide teachers to put data on Google Sheet and Google Forms.
- Compile data from Google Sheet and Google Forms.
- Develop report from Google Tools.
- Share report to Provincial Team.



Educational Consultant,
Location: Qamber-Shahdadkot
SAT Project, Sukkur IBA University, Sukkur
01-01-21 to 28-02-2021

My Major Responsibilities are as under,

- Develop a teachers list for the Project named GirlsCAN.
- Facilitate Provincial team in the Trainings.
- Collect Selected Schools data from the field and compile.
- Guide teachers to put data on Google Sheet and Google Forms.

- Compile data from Google Sheet and Google Forms.
- Develop report from Google Tools.
- Share report to Provincial Team.

Print and Electronic Media Coverage

- Annual Status of Education Report (ASER) 2014-15, successfully District Launch Ceremony in MirpurKhas.
Coverage By: **The Nation, Daily Messenger, Daily Eman, Nai Baat, Daily Islam Newspaper.**
- Teachers Without Frontiers (TWF) Batch Trainings in District Sukkur, Khairpur, Shikarpur, Larkana and Qamber-Shahdadkot
Coverage By: **Daily Ibburat, Daily Awami Awaz. Pak-Sindh, Daily Jeejal**
- Radio advertisement campaign during teachers without frontier district Sukkur and Qamber-Shahdadkot

Event Organized

- Organized Annual Status of Education Report (ASER) 2014-15, successfully District Launch Event in MirpurKhas District.
- Organized Annual Status of Education Report (ASER) 2015-16, successfully District Launch Event in Sukkur District.
- A member of Organizing Committee and assembled a successful “Teachers’ Day Seminar” on October 5th, 2016, at PC Karachi.
- A member of CLF Organizing Committee, to arrange Children Literature Festival (CLF) Sukkur (April 2016).
- A member of CLF Organizing Committee to arrange a Children Literature Festival (CLF) Larkana in organizing committee and organize and conducted “Collaborative Learning” session in CLF Larkana. (February 2017)
- Teachers Without Frontiers (TWF) Batch Trainings in District Sukkur, Larkana, Qamber-Shahdadkot, Khairpur and Shikarpur (Organized and Conducted 27+ Sessions)

QUALIFICATION

2010	MBA	Sukkur IBA University, Sukkur	78%
2007	DNS	ONWIRE TECHNOLOGIES, Karachi	77%
2005-06	BS (CS)	SALU, Khairpur Mir’s	77%

ONLINE COURSES

- **Certificate of Completion in DATA ANALYTICS AND BUSINESS INTELLIGENCE** by Virtual University, and organized by DigiSkills (www.digiskills.pk), (November 2022, January 2023)
- **Certificate of Completion in Monitoring and Evaluation Practices** by **International Rescue Committee (IRC)** and organized by disasterready.org (www.disasterready.org), (December 2020)
- **Certificate of Completion in Microsoft Excel 2013 - Advanced: Master Spreadsheets** by **ALISON** and organized by **ALISON** (www.alison.com), (December, 2020)

- **Certificate of Completion in Microsoft Excel 365 Intermediate Level** by **INTELLEZY** and organized by disasterready.org (www.disasterready.org), (November, 2020)
- **Certificate of Completion in Data Analysis with Tables and PivotTables in Microsoft Excel 2013** by **ALISON** and organized by ALISON (www.alison.com), (November, 2020)
- **Certificate of Procurement and Logistic Management** (*Procurement, Scenario: Procurement Planning, Warehousing, Scenario: Using proper Warehousing Process and Procedure, Fleet Management and Assets Management*) by **CORNERSTONE OnDemand Foundation** and organized by disasterready.org (www.disasterready.org), (April, 2020)
- **Certificate of Qualitative Data Analysis** by **CORNERSTONE OnDemand Foundation** and organized by disasterready.org (www.disasterready.org), (April, 2020)

TRAININGS AND WORKSHOPS

- Certificate of Participation for two- days Research Workshop on “Planning to Publishing” organized by Sukkur IBA University in collaboration with Institute of Research Promotion (IRP), Lahore, (April, 2010)
- Attended Three-day training as a “Senior Relationship Officer (SRO)” in JUBILEE LIFE INSURANCE LTD, Sukkur (2011)
- Attended four days on-job training as a “Marketing Manager” in Daily AWAMI AWAZ Sindhi Newspaper, Karachi (2011)
- Attended “Teachers Without Frontiers” (TWF) Training of Trainers in teacher capacity building and Blended Learning. (October 2015)
- Accomplished & conducted a “Teachers Without Frontiers” (TWF) Trainings in different districts of South Sindh as a Master Trainer and Facilitator. (Batch Trainings)
- Attended Five days Training of Trainers (ToT) on “Integration of Information and Communication Technology (ICT) in Education”, conducted by Intel International at Sukkur IBA. (May 2016)
- Certificate of training on “Uncomplicated Malaria Case Management, Rapid Diagnostic Test, and Management Information Tools”. Training Organized by Indus Hospital & Health Network. April 16, 2023

I.T. SKILLS

- Excellent Knowledge of Window Troubleshooting (Window 7, Window XP, Window Server 2000, Window 8.1, Window 10)
- Excellent Knowledge of MS Office Package (MS Word, MS Excel, MS Project, MS Power point, MS Access, MS Outlook) all versions.
- Excellent knowledge of Data Compiling and Analyzing Software (SPSS/PASW Statistics 18, Stata), MS Excel 2016, Microsoft Power BI.
- Computer Languages (HTML, Oracle, C++, C#)
- Graphics/Composing Software (Adobe Photoshop, Corel Draw, In-Page, and Urdu/Sindhi Composing)
- Working on G-Mapping Software (QGIS, ArcGIS)

SIGNIFICANT SKILLS

- Strong Assessment and Evaluation Skills
- Quick learning and adaptability

- Dealing with students and School management
- Excellent Planning, problem solving, analytical skills.
- Good Mobilization, motivational and negotiation skills
- Excellent Team leader and team member
- Good customer relationship building skills.
- Goal oriented approach

ACHIEVEMENTS

- Achieved Scholarship and passed “Middle Standard Examination” test in 1995-1996
- Member of Organizing Committee of a Children Literature Festival (CLF) Sukkur and Larkana and organized and conducted a “Blended Learning/Technology and Innovation” Session on the platform of Teachers without Frontiers sessions in CLF Sukkur and Larkana.
- Received “Certificate of Appreciation from SGA Shahdadkot”, on the efforts for Betterment of education in District Qamber-Shahdadkot, (February 2016)
- Received a “Certificate of Appreciation” trained 100 teachers’ on the platform of TWF training from Honorable Ex-Secretary Education Fazal Ullah Pechuho. (October 5th, 2016).
- Received a “Certificate of Endorsement” from Idara-e-Taleem-o-Aagahi and endorsed by Dr. Abbas Hussain “Teachers’ Development Center”, Pro. Dr. Peter Carr “University of Waterloo”, Audre D’ Souza Juma “Notre Dame Institute of Education” and Baela Raza Jamil “ITA”. (November 2017)

BIO DATA

CNIC No.	45504-1193012-3
Father’s Name:	Hazoor Bakhsh
Current Address:	Village Mualim Khan Khoso, near LU (Continental) Biscuit Factory, Site Area Sukkur

REFERENCE

Will be furnished upon request.