

IQRA ZEB

project intern & professional volunteer at PRCS

My name is Iqra zeb I am pursuing a Bachelor's degree in Disaster Management at the Center for Disaster Preparedness and Management, University of Peshawar. Since , I have been volunteering with the Pakistan Red Crescent Society and have actively participated in various operations and responses, including the recent flood operation team. My passion for humanitarian work has driven me to seek international exposure to broaden my skills and knowledge. I worked with renowned organizations such as ICRC, IFRC the German Red Cross and Norwegian Red Cross. I am certified First Aid Responder. i am committed to using my education and experience to make positive impact in the field of disaster management.

Strengths & Skills

- ✓ data collection & assessment
- ✓ MS Excel
- ✓ Recruitment & Selection
- ✓ field expert
- ✓ MS Word
- ✓ TEAM BUILDING
- ✓ MS Office
- ✓ kobo collect
- ✓ volunteer engagement

Experience 2 years

NIDA Pakistan Field Facilitator	1 month	Jan 2024 - Feb 2024
International Fedration of Red Cross Branch Disaster Responce Team	3 months	Nov 2023 - Present
joint Pakistan Red Crescent Society/ Norwegian Red Cross CEA Professional Volunteer	2 months	Aug 2023 - Oct 2023
joint pakistan red crescent society/ Norwegian red cross program intern	5 months	Jun 2023 - Nov 2023
Pakistan red crescent society social researcher	1 month	May 2023 - Jun 2023
Pakistan red crescent society Forecast-based Financing	2 months	Oct 2022 - Dec 2022
pakistan red crescent society HR Intern / Human Resource Intern	11 months	Jun 2022 - May 2023
Pakistan red crescent society project intern	10 months	Jul 2021 - May 2022

Projects

- Hygiene Promotion (Pakistan red crescent society)
- Food/Hygiene Assistance Program (Flood Relief) (Pakistan red crescent society)
- Flood Relief Opertaion (Pakistan red crescent society)
- Formation of Junior/Youth Clubs (Pakistan red crescent society)

Work History

NIDA Pakistan	Jan 2024 - Feb 2024 (1 month)
Field Facilitator	PESHAWAR, Pakistan
implementing Participatory Rural Appraisal (PRA) tools in gathering data from the local community in District Charsadda for the Climate Change Risk and Vulnerability Assessment	

Contact Info

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- Peshawar, Pakistan

Academics

- GIS/RS** | 2024
University of Peshawar, Peshawar
- Disaster Management** | 2023
University of Peshawar, Peshawar
- FSc & additional maths** | 2019
PEF College Peshawar, Peshawar
- science** | 2016
Govt Girls High School NO 2 Peshawar Cantt, Peshawar

Certifications

- branch disaster responce team**
international fedration of red cross
Starting December 2023
- Protection, Gender & inclusion in Disaster and Crisis**
international fedration of red cross
Starting November 2023
- Community Engagement & Accountability in Disaster and Crisis**
international fedration of red cross
Starting November 2023
- Monitoring and Evaluation**
international fedration of red cross
Starting November 2023
- Child Protection**
international fedration of red cross
Starting October 2023
- stakeholder initialization and system thinking for adoptive resilience**
university of peshawar, SDPI, University of Salford Manchester, Bahauddin zakariya university of multan, transcend, MOBILISE
Starting June 2023
- q methodology and its application in community disaster resilience assessment**
university of peshawar, SDPI, University of Salford Manchester, Bahauddin zakariya university of multan, transcend, MOBILISE
Starting June 2023

- Advance First aid Training**
Aga Khan Agency for Habitat
Starting December 2022

- Field Volunteer**
Govt. of Pakistan National Commission For Human Development
Starting December 2022

- Forecast-Based Financing Mechanism**

(CCRVA). This helps us understand how things like weather changes are impacting their lives, like farming or access to water. We're focusing on each area in the district to see where people are most at risk. The information we gather will help leaders make decisions and create plans to make the community stronger against climate change. Overall, the CCRVA framework enables stakeholders to proactively address the challenges posed by climate change, thereby fostering sustainable development and ensuring the well-being of communities in District Charsadda.

German Red Cross
Starting November 2022

the mitigation action

International Federation of the Red Cross and Red Crescent Societies
Starting August 2022

the response to a humanitarian problem

International Federation of the Red Cross and Red Crescent Societies
Starting August 2022

Climate Action & Climate Change

International Federation of the Red Cross and Red Crescent Societies
Starting August 2022

Restoring Family Links in Emergency

International Federation of the Red Cross and Red Crescent Societies
Starting August 2022

Climate Change & its impact on our Environment

German Red Cross
Starting July 2022

emergency need assessment

International Federation of the Red Cross and Red Crescent Societies
Starting July 2022

Basic first aid training

Pakistan Red Crescent Society
Starting June 2022

Foster Flagship Training Program

Foster Learning Pakistan
Starting February 2020

WORLD SOIL DAY

University of Peshawar Environment Society
Starting December 2019

 **Industries**

- N.G.O./Social Services

 **Languages**

- Urdu - Native
- Pashto - Native
- English - Medium

International Fedration of Red Cross

Nov 2023 - Present (3 months)

Branch Disaster Responce Team

PESHAWAR, Pakistan

Honoured to be part of a Branch Disaster Response Team (BDRT) of Pakistan Red Crescent Society (Khyber Pakhtunkhwa) in collaboration with International Federation of Red Cross and Red Crescent Societies(IFRC). This comprehensive training has equipped me with invaluable skills to effectively aid individuals during times of disasters, offering vital assistance and distributing essential relief items to those in need. It was an invigorating experience, and I am proud to share that we successfully navigated the scenario. Honored to have received the certificate from the esteemed Chairman of PRCS KP Habib Malik Orakzai, marking the official recognition of my status as a province-level Disaster Responder. Now, as a committed Disaster Responder, I pledge to be available for any emergency or disaster, promising to give my utmost to save lives and provide a swift and effective response.

joint Pakistan Red Crescent Society/ Norwegian Red Cross

Aug 2023 - Oct 2023 (2 months)

CEA Professional Volunteer

Peshawar, Pakistan

As a dedicated Professional CEA Volunteer, I engage in daily door-to-door monitoring activities within the Afghan and local communities. This includes oversight in the areas of Taj Abad, Sufaid Dheri, Board Bazar, Nodiya Bala and Achini Payan. Additionally, I conduct impactful Dengue awareness sessions specifically targeting identified hotspots for dengue larvae within the Peshawar region.

program intern**Peshawar, Pakistan**

As a project intern, my role in Dengue Awareness and Prevention initiative, facilitated by the Pakistan Red Crescent Society KP supported by the Norwegian Red Cross. My responsibilities encompassed strategic planning, team management, community engagement, and maintain coordination between PRCS, District Administration and District Health Office. I orchestrated the development and execution of a comprehensive dengue awareness campaign, collaborating with local health experts to ensure accuracy and relevance. I led a diverse team, delegating tasks and fostering a cohesive environment to optimize project impact. Managing resources and budgets, I ensured transparent documentation and regular reporting to both organizations. Through workshops, seminars, and community outreach activities, I effectively disseminated knowledge on dengue prevention, engaging with schools, institutions, and community leaders. By fostering collaborations and advocating for sustained efforts, I actively contributed to the reduction of dengue cases and the enhancement of public health in the region. This experience allowed me to hone my leadership, communication, and project management skills while making a tangible difference in community well-being.

Taking feedback from beneficiary as community engagement accountability focal person

Pakistan red crescent society**May 2023 - Jun 2023 (1 month)****social researcher****Peshawar, Pakistan**

- Conducted comprehensive focus group discussions with flood-affected villagers in the aftermath of the 2022 floods in Pakistan.
- Utilized a participatory approach to engage and gather insights from community members, ensuring their voices and perspectives were adequately represented.
- Employed a range of qualitative research methodologies to explore the social, economic, and psychological impact of the floods on the affected population.
- Assessed the effectiveness, efficiency, and impact of recent projects implemented by various organizations in flood-affected villages.
- Collaborated closely with local communities, project teams, and stakeholders to identify strengths, challenges, and areas for improvement in the implemented projects.
- Analyzed and synthesized data using robust qualitative analysis techniques to generate actionable recommendations and lessons learned.
- Prepared comprehensive reports documenting research findings, highlighting key issues, and providing evidence-based suggestions for future interventions.
- Effectively presented research findings and recommendations to internal and external stakeholders, including senior management, project teams, and community representatives.
- Demonstrated a high level of ethical conduct by ensuring informed consent, maintaining confidentiality, and respecting cultural sensitivities throughout the research process.

Key Skills:

- Proficient in conducting focus group discussions and qualitative research methods.
- Strong analytical skills to interpret complex data and extract meaningful insights.
- Excellent written and verbal communication skills for effectively conveying research findings and recommendations.
- Proven ability to collaborate with diverse stakeholders and build strong working relationships.
- Detail-oriented with exceptional organizational and time management abilities.
- Proficient in using qualitative data analysis software.
- Demonstrated cultural sensitivity and respect for local customs and traditions.
- Ability to work independently and as part of a multidisciplinary team.

Pakistan red crescent society**Oct 2022 - Dec 2022 (2 months)****Forecast-based Financing****Peshawar, Pakistan**

During my tenure as a Team Member for the Forecast-based Financing Programme, a collaborative initiative between the German Red Cross and the Pakistan Red Crescent Society, I played a vital role in assisting communities affected by the devastating 2022 floods in Pakistan. My responsibilities encompassed conducting focus group discussions with flood-affected villagers and monitoring the flood-affected areas to gather crucial data directly from the affected communities.

As part of the program, I engaged in comprehensive focus group discussions with villagers who had experienced the impacts of the floods firsthand. These discussions enabled me to gain valuable insights into the specific challenges faced by the affected communities and their immediate needs for relief and recovery. By actively listening and empathizing with the villagers, I was able to extract accurate information that would help guide the subsequent relief efforts.

Additionally, I took on the task of monitoring the flood-affected areas, ensuring that I documented the extent of damage, assessed the severity of the situation, and identified areas that required immediate attention. My diligent efforts in data collection involved gathering information from affected villagers, including their demographics, health conditions, and requirements for essential resources such as food, clean water, and medical aid.

My role in the Forecast-based Financing Programme allowed me to work in a collaborative environment, interacting closely with both the German Red Cross and the Pakistan Red Crescent Society. This experience provided me with a deeper understanding of disaster response and recovery processes, as well as strengthened my skills in data collection, analysis, and community engagement.

Through my contributions as a team member, I helped facilitate effective relief efforts, ensuring that assistance reached those who needed it the most in a timely manner. My work in the Forecast-based Financing Programme has further reinforced my commitment to supporting vulnerable communities during times of crisis and has equipped me with invaluable skills in disaster management and community development.

pakistan red crescent society

Jun 2022 - May 2023 (11 months)

HR Intern / Human Resource Intern

Peshawar, Pakistan

As an HR Intern at the Pakistan Red Crescent Society, I gained invaluable hands-on experience in human resources management and contributed to the organization's mission of humanitarian aid and assistance. Throughout my one-year tenure, I actively supported the HR team in various aspects of their operations, demonstrating a strong commitment to learning and professional growth. During my internship, I assisted in recruitment processes, including candidate screening, conducting interviews, and drafting job descriptions. I also played a key role in organizing employee training programs, ensuring their smooth execution and tracking participant progress. Additionally, I actively participated in the development and implementation of HR policies and procedures, contributing to the establishment of a positive and inclusive work environment. My internship at the Pakistan Red Crescent Society further enhanced my skills in maintaining confidential employee records, processing payroll, and resolving employee queries. I also collaborated with cross-functional teams on special projects, fostering effective communication and teamwork. Overall, my experience as an HR Intern at the Pakistan Red Crescent Society has provided me with a solid foundation in HR practices, a deep understanding of the humanitarian sector, and a passion for making a positive impact in the lives of others.

Pakistan red crescent society

Jul 2021 - May 2022 (10 months)

project intern

Peshawar, Pakistan

Develop and maintain the documentation and record of all project and organization activities.

- Assist in all required data collection.
- Responsible for all field-level distribution and proper record-keeping
- Keeping close coordination with the community, Education department, teachers (Male/Female), religious leaders and community leaders.
- Responsible for mobilization sessions and meetings/seminars during the project life.
- Responsible for the submission of reports to the supervisor within all contexts
- Ensure cordial relations with all team members.
- Arrange hygiene promotion sessions with the local communities and conduct sessions with the help of given material, visuals and practical-based lectures against risky behavior.
- To train local communities to adopt preventive measures and avoid risky behavior to prevent waterborne diseases.

Projects

Hygiene Promotion

Sep 2022 - Oct 2022 (1 month)

Company: Pakistan red crescent society

During the recent floods in Pakistan, I was involved in Hygiene Promotion activities with the Pakistan Red Crescent Society (PRCS). As part of this initiative, I worked to raise awareness about the importance of maintaining proper hygiene practices to prevent the spread of waterborne diseases in flood-affected communities. I organized community awareness sessions and distributed hygiene kits, which included soap, disinfectants, and other essential items. My work in this initiative allowed me to contribute to the health and well-being of vulnerable communities and helped mitigate the impact of the floods. My involvement in this initiative demonstrates my commitment to public health, and my ability to work effectively in a team-oriented environment.

Food/Hygiene Assistance Program (Flood Relief)

Sep 2022 - Oct 2022 (1 month)

Company: Pakistan red crescent society

I have been involved in the overall process from assessment to Distribution, where tried to reach to the most vulnerable families affected by the Flood.The activity was supported by the german red cross.

Flood Relief Opertaion

Jul 2022 - Dec 2022 (5 months)

Company: Pakistan red crescent society

During the devastating flood in Pakistan in 2022, I served as a project intern with the Pakistan Red Crescent Society, actively contributing to the flood relief operation. Our team focused on providing immediate assistance to flood-affected communities, primarily in Charsadda and Nowshera districts, through a door-to-door distribution system. Our goal was to guarantee that every affected household received necessary sustenance during this challenging period. I also played a vital role in monitoring and analyzing flood forecasts to anticipate flood patterns and address the needs of affected areas. Through this internship, I witnessed the immense challenges faced by flood-affected communities, drawing inspiration from their resilience and the efforts of humanitarian organizations. Active participation in food distribution and shelter

establishment deepened my understanding of disaster response and community support. This experience further fueled my passion for humanitarian work and commitment to assisting those in need during times of crisis.

Formation of Junior/Youth Clubs

Company: Pakistan red crescent society

As a dedicated Project Intern and Professional Volunteer at the Pakistan Red Crescent Society, I played a pivotal role in establishing junior and senior youth clubs in educational institutions. The objective was to develop leadership skills and provide a platform for personal and professional growth. In this role, I conducted research, collaborated with educational institutions, and organized the formation of youth clubs. By engaging with students and administrators, I successfully created spaces that fostered leadership qualities and promoted a sense of community among the youth. I also arranged and coordinated engaging activities such as speech competitions, tournaments, and painting contests. These events provided opportunities for members to showcase their talents, build teamwork, and explore their abilities. My contribution significantly impacted young individuals' personal growth and leadership development, empowering them to become responsible and proactive members of society.

References

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