

# Junsar Ali

## Contact

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## Languages

- English
- Urdu
- Sindhi

## Skill

### Highlights

- Financial Management
- Administration
- Record keeping skills
- Project Planning
- Training Designing and Facilitation Skills
- Effective Communication
- Leadership Skills

#### Computer Skills

- PowerBI
- MS-office
- Arc View
- Coral Draw,
- Adobe Photoshop
- Advanced Excel

## Summary

I am a Mid-Career Professional having 7 years' experience in Public Health Management & Customer Care Support Officer.

Currently I am working with ICIMS Team as a Data Liaison officer in District Malir Karachi. I Have Served as a Data Analysis Officer in CBV Polio Program at ERU Gujro-4. As a Data support officer I have served my services in multiple district of Karachi (District Kamari, District West, District Malir, District East) before this I have served TRG Pakistan Ltd as Customer Care Support Officer in Karachi. I have an experience as Customer Services Officer (CSO) in Warid Help line I have been responsible for the operation Staff, Accounts and Administrative role in support to the management.

Received various trainings on Safety and Self Security, Leadership, Effective communication, Social Organization, Institutional Development, Furthermore, I have than 5-year history of voluntary social work with NGOs/INOGs.

## Experience

### Data Liaison Officer - ICMS MICRO MERGER IN POLIO PROGRAME SEP 2023 – 2024

- Update Ce Communication Planning in Comnet Dashboard.
- Cross Verification of Ce plans.
- Ce Plan Field validation.
- Enter Missed children line list from hard copy.
- Desk and Field Validation of CM Log book.
- Share Analysis report on Communication activities.

### Data Support Officer - ComNet Polio CBV Program Mar 2018 – May 2023

- Share Downloaded Campaign Reports Analysis comparison with District from **EOC SINDH DASHBOARD**.
- Submission of form 2B Data and validation of form 2B data and share Data Analysis Report with District Team.
- Dashboard indicators update in **IDIMS**.
- *Submission ,Data Cleaning & Data entry of Communication Activities reports*
- *Reporting of Refusal Conversion activities/daily reports*
- UC level Staff for submission and regular upload of data
- Spot check missed children and child registration logbooks of the assigned Ucs
- On job training of CBV staff on reporting tools
- Datasets of assigned UCs
- Compile data of key indicators, monitor feedback and updates to generate pre post and intra campaign report in EOC SINDH DASHBOARD.
- Periodic reports including 30HH cluster etc.
- Data for campaign planning
- Extended catch up coverage report
- Compile daily and monthly attendance of assigned UCs

### Customer Care Support Officer TRG Pakistan LTD Feb 2016 – Feb 2018

- *Administrative Role to Look after Operations and Communication Activities*
- *Monitoring and Evaluation (KPI of Staff)*
- *Data Management and Reporting*
- *Maintan Attendance Recorded*

## **Education**

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### **Bachelors in commerce**

University of Karachi Pakistan.

### **Intermediate in Engineering**

Board of Intermediate & Secondary Education Sukkur Sindh

## **Certifications and Trainings**

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### **Sindh Sehat Analytics Program (SSAP)**

Zenysis

### **Excellence Performance**

CBV Polio Program

### **UN BSAFE**

World Health Organization

### **Prevention of sexual exploitation and abuse (PSEA)**

World Health Organization

## **Reference**

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Will be provided on Demand.