



Engr. JAMIL AHMED S/O MOHAMMAD FAROOQ

Contact # +92 313 8731960 / +92 325 3704376

CNIC NO: 54400-9426769-1

Email Address: Mr.bright555@gmail.com

Address: 45ft Road, Mubarak Town, Nawa-Killi, Quetta,
Baluchistan

I am a Software Engineer & Analytical Data Management Specialist 7 year of experience Complex and evolving datasets in sophisticated system built to last. Statistical expert with collaborative approach to data management system design and usability validation. Creative troubleshooter implementing enduring solution to chronic deficiencies. also work as critical staff during COVID-19 as a data Specialist in Provisional Emergency Operation Center (PEOC).

Education

BOARD	INSTITUTION	DEGREE	Year Of Passing
HEC	BUIITEMS	BS – SOFTWARE ENGINEERING	2016
BBISE	BBISE	PRE- ENGINEERING	2011
BBISE	BBISE	MATRICULATION	2009

Experiences

2nd September 2019 – Till Date

Tehsil Data Officer/Data Support Officer • Deputy Commissioner Office, District Emergency Operation Cell (DEOC), Quetta • Chip Training & Consulting – CTC (Private Limited).

Responsibilities:

Major Tasks:

- Collate daily staff attendance SMS and generate monthly attendance report for the assigned district.
- Follow – up with UC staff for submission of data for reports.
- Monitor and follow-up with UC staff on regular data upload on polio info database.
- Have access to PCR and polio info datasets for Field staff and Campaign planning.
- Maintain datasets of assigned UCs in district.
- UC level data collection and compilation on key indicators to generate pre, intra and post campaign report.
- Collate and analyses campaign data, monitor feedback from UCs and generate daily CCPV, Field Staff monitoring updates during campaigns.
- Guide and train Field staff (CHW, AS, UCDOs, UC Leads) on reporting tools.
- Ensure timely submission of periodic reports including 30 HH cluster survey / detail epidemiological investigation form for urgent AFP and polio cases.
- Analyses data of dashboard indicators with UC wise feedback to the UCO and SMs.
- Maintain close liaison with DPCR data operator for two-way data flow.

- *Generate and share extended catch up coverage report from DSC dataset with the concerned DPCR. Collate and relay CCPV dataset as per DSC SOP.*
- *To work as focal person for DSC correspondence and follow-up with field staff.*
- *Collection of data for campaign planning from UC level for onward submission.*
- *Maintain the data of social characteristics of polio cases of the respective district.*
- *Spot check missed children logbook and child registration logbook of the assigned district.*

Key Performance Indicators:

- *Timely submission of CCPV UC data to data support center and provincial team.*
- *# Of spot checks carried out on missed children and child registration logbooks.*
- *Number of UC / community level staff provided supportive supervision in data recording on the reporting tools*
- *Mentored employees through personal and professional issues.*

July, 2018 – Till Date • Burhan Tech Solution (Private Company)

Network Engineer • Burhan Teck Solution (Private Company)

Major Tasks & Responsibilities:

- *System Administration - Thin Client Configuration*
- *Network Administration - Load Balancing*
- *Access Point Configuration*
- *Ensure network connectivity*
- *permissions and passwords*
- *Install and integrate new hardware*
- *Voice Over IP - IP Phone Configuration and Installation*
- *Team Lead & Data Analyst is responsible for analysis & Generation Reports.*
- *Help team in case of any error*
- *Analyze and resolve technical and application problems*
- *Provide technical leadership to teammates through coaching and mentorship*
- *Guide team efforts towards successful project delivery*

11th March 2018 – 30th November 2019 • Baluchistan Rural Support Program (BRSP)

I.T OFFICER • BISP (Benazir Income Support Program)

Responsibilities:

- *Team Lead & Data Analyst is responsible for data analysis & Generation Reports.*
- *Responsible for the Provincial Office*
- *Having 4 Districts and their team of **many** employees.*
- *Responsible for Data analysis and Generate the Comprehensive and optimize report using Data Analysis skills.*
- *Efficiently share the Reports to District Coordinators and focal Person that help in decision making.*
- *workload distribution Collect and compile data received by Field with help of Data Validation Officer.*
- *Assign and monitor Data Entry and validate correct entry randomly by assigned team and district.*
- *Generate the list of Missed Children and correct the spelling and required fields entered by DEOs.*
- *Keep close communication with Data Support Officers and field staff for timely receiving data from field.*
- *Communicate to senior management through emails regarding reports*
- *Maintain and update reports on time required by District coordinators.*
- *Help team in case of any error in the Data.*
- *Analyze and resolve technical and application problems*
- *Assist in the collection and documentation of team member's requirements, and estimates work plans.*
- *Provide technical leadership to teammates through coaching and mentorship*
- *Guide team efforts towards successful project delivery*

Skills

- Servers - SQL SERVER
- Languages – C#, ASP.NET, SQL, HTML, CSS
- VM – (Virtual Machine)
- MS Office - EXCEL, WORD, POWE POINT
- Effective Communication
- Data Analysis
- Data Quality Management
- Organization Behavior and Management
- Work effectively both as team member and independently.
- Problem-solving.
- Customer relationship Management
- Hard worker, flexibility and fast learner.
- Good analytical and writing skills.
- Ability to manage conflicts and resolve problems effectively
- Leadership skills including team building
- Quality Management
- Human Resource Management
- Training and Development

Final Year Project

- SNS (Student Notification System) Web Based & App Based Application for Students Attendance & Records etc.

Semester Project

- School Management System in (Excel).
- HTML & CSS Web Pages / Contents and Blogs

Certificate and Workshops

- D.I.T (Diploma in Information Technology), Computer Hardware MHI (Muslim Hands Informatics)
- Typing & Shorthand Diploma by Baluchistan Commercial College
- C#.NET, MS SQL. NIST (National Institute of Skilled Training)
- Workshop Unity 3D CODE (Centre of Development & Excellence)
- Power Bi & Quantum GIS Certificate of Appreciation By UNICEF.
- 1st Invention to Innovation Summit UOB

Honors and Rewards

Prime Minister National ICT Scholarship:

- Completed Engineering with Fully Funded ICT Scholarship.

National Internship Program Under Prime Minister Youth Training:

- Directorate Of Education – (Colleges)

References

Dr Safdar (Area Codinator- (WHO))

District Emergency Operation Cell, WHO Room, DC office **Contact No: 03478338333**

Ghulam Mohammad Mohammadi (Manager - (BRSP))

BRSP office Quetta Baluchistan. **Contact No: 03000181475**

Mamoon Kasi (Provincial Data Officer- (CTC))

Provincial Emergency Operation Cell, PEOC office **Contact No: 03455009663**

Jan Inayat (District Data Risk Assessment Officer- (NSTOP))

District Emergency Operation Cell, DC office. **Contact No: 03138492244**