



Kamran Ullah Paracha

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Home: Paracha House Mohallah, Gharhi Saidan near Suzuki Ada, Village & P.O Box Tarnab Farm, Peshawar , 24330
Peshawar (Pakistan)

ABOUT ME

Dedicated and results-oriented professional with extensive experience in administrative leadership, seeking the role of Planning and Administrative officer leverage my expertise in overseeing administrative operations, optimizing processes, and driving organizational excellence. Furthermore, I am adept at handling multiple tasks on a daily basis competently and at working well under pressure.

EDUCATION AND TRAINING

Secondary school certificate

[2000 – 2001]

City: Peshawar

Country: Pakistan

Higher secondary school certificate

[2002 – 2005]

City: Peshawar

Country: Pakistan

Bachelor of Arts

University of Peshawar [2006 – 2007]

City: Peshawar

Country: Pakistan

Master of Arts in Rural Sociology

[2008 – 2010]

Country: Pakistan

Master public planning of sustainable studies

Orebro university Sweden . [2022]

Country: Sweden

WORK EXPERIENCE

Professional Experience at CTC/UNICEF Peshawar (UCCSO)

City: Peshawar

Country: Pakistan

- Planning and organizing communication and social mobilization for polio vaccination.
- Coordinating with WHO-supported Union Council Polio Workers and UC micro planning.
- Conducting field validation, tracking missed children, and managing logistics.
- Leading and supervising Social Mobilizers and facilitating their training.
- Participating in UPEC meetings and reporting on polio activities.

- Collaborating with other organizations for vaccination activities and routine immunization services.

Professional Experience at People Org/UNICEF Peshawar (UCDO)

City: Peshawar

Country: Pakistan

- Supporting Area Supervisors in the micro-planning and training of community health workers.
- Supervising and monitoring the work of Area Supervisors and Community Health Workers during polio campaigns.
- Gathering data on missed children, refusal lists, and vaccination coverage.
- Conducting post-campaign activities and reviewing the gaps and action plans.
- Coordinating with EPI vaccinators and other partners to ensure high vaccination coverage.

Professional Experience at Chip Training Consultant/WHO Peshawar (UCOO)

City: Peshawar

Country: Pakistan

- Coordinating with UC In-Charge on polio vaccination operational planning, implementation, and monitoring.
- Preparing SIAs logistics plans and distributing logistics among supervisors and workers.
- Implementing training sessions and assessing UC In-Charge during Post Campaign Activity.
- Ensuring high-quality implementation of SIAs and sweeping activities.
- Collecting zero reports and sharing lists of zero dose children with EPI vaccinators.
- Conducting monthly EPI clusters and reporting to District Immunization Officer.

ORGANISATIONAL SKILLS

Social Organizer

Since 2006, working with "Tarnab Welfare Organization" as a Social Organizer in the field of social awareness, focusing on health, education, and social integrity in the society. Involved in campaigns against air firing, polio, hepatitis, awareness creation regarding clean and safe drinking water, resolving social disputes, and promoting quality education.

Social Advisor

- Worked with Tarnab Farm Welfare Organization as a Social Advisor in 2005, campaigning against drug addiction for awareness with the support of the Local Govt System.

Social Mobilization section

- Interned with Social Mobilization Section in Crop Maximization Project 2 (CMP II) founded by IFAD from April 14, 2010, to December 31.

Worked with Paracha & Co as Project Manager

on "Complete Walk-in Tunnels for Offseason Vegetables in Tribal Area" from January 1 to October 10.

Worked as a Union Council Communication Officer

for Chip Training and Consulting, contracted by UNICEF Pakistan for the Polio Eradication Initiative.

Worked as a Union Council & Delivery Operational Officer PEOPLE ORG

contracted by UNICEF Pakistan for the Polio Eradication Initiative.

Currently working as union Council Operational Officer Chip Training and Consultant

contracted by WHO Pakistan for the Polio Eradication Initiative

LANGUAGE SKILLS

Mother tongue(s): **Poshto**

Other language(s):

English

LISTENING C2 READING C2 WRITING C2

SPOKEN PRODUCTION C2 SPOKEN INTERACTION C2

Urdu

LISTENING C2 READING C2 WRITING C2

SPOKEN PRODUCTION C2 SPOKEN INTERACTION C2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

HOBBIES AND INTERESTS

Reading

Internet Surfing

Caring for household plants and growing fruit plants

DIGITAL SKILLS

Microsoft Office / Microsoft Word / Microsoft Excel / proposal writing / Notepad / Inpage / Microsoft Powerpoint / Quickbooks

RECOMMENDATIONS

Provincial Project Director, Crop Maximization Project-II, Government of Pakistan

Name: Mr. Allah Dad Khan

Phone number: (+92) 3329221298

He showed and creative abilities, as well as his knowledge of spoken and written English language impressed me.

Agriculture officer, Khyber Agency

Name: Faiq Iqbal

Phone number: (+92) 3339371181

Email: faiqiqbal@gmail.com

Kamran Ullah paracha is person of careful and creative thinker.

I found he was personable, passionate person with solid morals.