

PROFILE SUMMARY

Highly self-motivated professional with more than eight years of experience in public health as program manager, surveillance officer and monitoring officer. Dedicated public affairs specialist with excellent communication, organization, program management and writing skills. Proven experience with diverse community outreach strategies. Where prioritized and focused on the low performing/high risk areas, with focused interventions towards team selection, high quality trainings, rationalized and appropriate micro plans, detailed communication plans. Possess sound knowledge of project planning, and performance monitoring and demonstrated accomplishments in designing and analysis of surveys, documenting case studies, data management, proficiency in drafting concept notes, and progress reports. Currently working as UNV Expert Level with WHO as a Divisional Operations Officer (DO) in Nasirabad/Sibi division.

WORK EXPERIENCE

Designation: Divisional Operations Officer

16-August-2023 till to date

Organization: World Health Organization (WHO)

Responsibilities

- I provide coordination and technical support to government authorities and partners for the surveillance of Acute Flaccid Paralysis (AFP) and Vaccine-Preventable Diseases (VPD). My role involves facilitating data collection, analysis, and reporting to enhance public health monitoring efforts.
- As a Surveillance Officer, my primary responsibility is to meticulously gather and analyze data pertaining to the outbreak, meticulously tracking the timeline of cases, identifying potential sources of infection, and pinpointing patterns of transmission. Through rigorous epidemiological investigation, I aim to provide actionable insights and recommendations to mitigate the spread of the disease and protect public health.
- As a surveillance officer, I actively monitor and analyze data related to vaccine-preventable diseases to detect and respond to potential outbreaks swiftly. My role involves coordinating with healthcare providers and public health agencies to ensure comprehensive vaccination coverage and timely intervention strategies.
- As a surveillance officer, I have identified a critical gap in the EPI program's data collection process, where immunization coverage data for certain remote and marginalized communities is frequently missing or incomplete, hindering our ability to assess vaccine uptake accurately. Additionally, in the PEI program, there is a noticeable gap in timely reporting and investigation of acute flaccid paralysis (AFP) cases, which poses a potential risk to our ability to detect and respond to potential outbreaks swiftly.
- As a surveillance officer for immunization activities, my role involves monitoring and analyzing vaccination data to ensure accurate and timely reporting, contributing to the success of immunization programs. I provide technical support to address any data-related challenges and optimize the efficiency of our immunization surveillance system
- In my role as the District Surveillance Coordinator, I oversee the AFP surveillance program to ensure timely and accurate reporting of cases.

Designation: Disease Surveillance Officer (DDSO)

22-Nov-2022- 15-August,2023

Organization: World Health Organization (WHO)

Responsibilities

- Support in VPDs surveillance in the district in coordination with existing District Surveillance Officers and Coordinators in the district.
- In post flood Naseerabad division Worked and identified areas of synergy between the PEI and EPI programs where partners can align their efforts for greater impact. This increased the involvement of joint planning, resource sharing, and coordinated implementation.
- In EOC/HUB Naseerabad Organized regular consultation meetings or working groups that brought together representatives from all relevant partners.
- As a surveillance officer of EPI provided opportunities for capacity building and skill enhancement among partners. Which enhanced their ability to contribute effectively to the PEI and EPI programs and promote sustainable outcomes
- After post flood outbreaks created district-level coordination groups involving local government officials, community leaders, and representatives from various organizations working in the district.
- Periodically assessed the effectiveness of the coordination mechanisms and make necessary adjustments based on feedback and lessons learned.
- Gained a deep understanding of the PEI/EPI, including its purpose, goals, and objectives. Understood the specific benefits it brings and the problems it addresses.
- Identified key stakeholders who have an interest in or are affected by the PEI/EPI. This included senior management, project teams, regulatory bodies, customers, and other relevant parties.
- In WHO Hub Naseerabad division established and nurtured relationships with stakeholders. Understand their concerns, priorities, and expectations related to the program. This helped as to tailor our communication to resonate with their needs.
- In EPI program Used data, metrics, and evidence to support immunization. Demonstrated how the PEI/EPI has already delivered positive results or how it can potentially lead to better outcomes in terms of efficiency, quality, compliance,

- etc.
- Maintained a persistent and consistent effort to advocate for the PEI/EPI. Continuously updated stakeholders on progress, milestones, and success stories.
- Continuously measured and tracked the success of the PEI/EPI. Shared success stories, positive outcomes, and key performance indicators with stakeholders to reinforce the value of the program.
- Gained a thorough understanding of the PEI and EPI programs, including their goals, strategies, and the importance of immunization.
- With help of communication officer used social media, community events, and other platforms to raise awareness about the importance of immunization
- Collaborated with local influencers, met with notables and religious leaders of Dera who helped in amplify the message and encourage participation in immunization campaigns.
- Undertook regular field visits at IOA/EOA/ORT for the participation in and observation of PEI/EPI interventions and local conditions
- Recruited for post flood emergency, so ensured adequate contingency planning and preparedness for potential significant changes in the nature of an emergency.
- Prepared status and/or progress reports required for donors, budget review, Programme analysis, annual reports, etc., using data and information on the progress of the Programme obtained from the EOC.
- Conducted any other activities as requested by the supervisor

Designation: District Surveillance Coordinator (DSC)

05-April-2018 to 22-September-2020

Organization: Government of Balochistan

Responsibilities:

- Supported district health authorities (DHO/EDO, EPI manager, District Surveillance Coordinator) in ensuring that there is a functional AFP surveillance system in place as per the national guidelines
- Any other task assigned by the supervisor

Designation: Union Council Medical Officer (UCMO)

16-October to 2016 to 30-September, 2017

Organization: Government of Balochistan

Responsibilities:

- Pre-campaign Micro-planning. Help in identifying and mapping high-risk areas in the specific UC.
- Campaign Implementation Monitoring. Monitor the process of implementation of the campaign as per guidelines and provide feedback to DPEO. Data collection and analysis. Ensure proper implementation.

Designation: Program Coordinator, ILAC (Information & Legal Assistance Center)

October 2014– July, 2016

Organization: Society for Empowering Human Resource (SEHER)

Funded by: UNHCR

Key Responsibilities:

- Plan, implement, and oversee all activities and services provided by the ILAC.
- Collaborate with relevant stakeholders, including government agencies, legal aid organizations, and other NGOs, to ensure the smooth functioning of the center.
- Provide accurate, up-to-date information to refugees on their rights, obligations, and available services.
- Offer legal assistance and guidance on the asylum application process, residency status, work permits, and other legal matters.
- Coordinate legal aid workshops and information sessions for refugees.
- Maintain a comprehensive database of refugee cases and track progress.
- Facilitate access to legal representation and ensure follow-up on individual cases.
- Provide referrals to other relevant service providers, such as medical, psychological, or social services.
- Recruit, train, and supervise ILAC staff and volunteers.
- Conduct regular performance evaluations and provide guidance and support to the team.
- Develop and implement outreach programs to ensure that refugees are aware of the ILAC's services.
- Foster relationships with the refugee community to understand their needs and concerns.
- Maintain accurate records and documentation of all ILAC activities.
- Prepare and submit regular reports to donors and relevant authorities.
- Ensure compliance with data protection and confidentiality standards.
- Engage in advocacy efforts to promote refugee rights and access to legal protection.
- Build and maintain relationships with relevant governmental and non-governmental stakeholders.
- Document the lessons learnt, good practices and area of improvement.
- Develop project profiles for donor visit purpose

EDUCATION

1. MBA– | **NUML University, Quetta Pakistan,** 2024
2. MS– Public Health| **Health Services Academy, Islamabad Pakistan,** 2022
3. MA – International Relations| **University of Balochistan, Pakistan,** 2019
4. BDS – Bachelor of Dental Surgery| **BMC, Pakistan,** 2015

TRAINING CERTIFICATS, DIPLOMA, COURSEES

- ❖ Professional Project Management |Google 2022
- ❖ Global Diplomacy: The United Nations in the World | University of London 2022
- ❖ Internal Displacement, Conflict and Protection | University of London 2022
- ❖ International Humanitarian Law in Theory and Practice| University of Leiden 2022
- ❖ Refugees in the 21st Century| University of London 2022
- ❖ International migrations: a global issue |University of London 2023
- ❖ International Women's Health and Human Rights |University of Standford 2023
- ❖ Human Rights for Open Societies| Utrecht University 2023
- ❖ Disaster, Crisis, and Emergency Preparedness |The State University Of New York 2013
- ❖ Planning for Monitoring and Evaluation|Philanthropy University Online, 2013
- ❖ SSAFE|United Nations System Staff College and UN Department of Safety and Security 2023
- ❖ BSAFE|United Nations Department of Safety and Security 2023

COMPUTER SKILLS

Office Applications|MS office Word, Excel, PowerPoint,
Databases|MS Access, Spreadsheet, MIS,

REFERENCES

Dr Zubair Ahmad | TO World Health Emergency #03458188770, ahmedzu@who.int
Dr Rahmat | NPO Officer WHO-EPI #03337831168, kakarr@who.int
Dr Imad Ahmad | Nutrition Officer WHO #03337890389, Uddin@who.int

