

MUHAMMAD MANSOOR JAMSHED KAMRAN



PERSONAL INFORMATION:

Father Name: Hayat Ullah Khan

D.O.B: July 24, 1990

Domicile: District D.I. Khan

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PROFESSIONAL SUMMARY

Almost **10 years** of professional experience in Supervision of Construction of Buildings, Link Roads, Street Pavements, Irrigation Channels, Drinking Water Supply Schemes (Solar Based) and Basic Community Infrastructure in **World Bank Project, NGOs, Govt Sector and Sugar Industries.**

EDUCATION:

- ▶ **BSc(Double math, Statistics)**
From: Gomal University D.I. Khan
- ▶ **DAE(Civil)**
From: Board of Technical Education Peshawar
- ▶ **SSC**
From: Board of Intermediate & Secondary Education Bannu

**PROFESSIONAL
EXPERIENCE:**

**Project: Professional Employers Private Limited (PEOPLE)
ComNet Project: June 27, 2023 to till date**

Major Tasks

- Identify UC-level activities for inclusion in District level communication plan and communicate to District Health Communication Support Officer (DHCSO)
- Identify IEC requirements and distribution plan and coordinate with necessary partners to ensure implementation.
- Ensure influential religious leaders, elders, etc. are included in team micro-plans
- Assist in preparation of SMs' work plan and ensure inclusion of SMs' names in the VC micro-plan
- Conduct initial and on-going listing and mapping of underserved communities and classification of these. Keep track of all children under 5, vaccination status, as well as migration patterns and practices.
- To ensure communication and social mobilization planning is included in UC micro plans of the highest quality. • Support in micro planning, including determining best timings (flexible) for vaccination activities.
- Ensure, through Medical Officer in Charge (MOIC)/DMO, that routine immunization services are made available to cover the high-risk groups. Implementation & Monitoring (Mapping) • List congregations that require interventions and mobilize leaders in co-ordination with MOIC.
- Identify religion/cultural belief system/behaviors and accordingly use this to feed into communication material/ strategies and planning.
- Identify Information Education Communication (IEC) requirements and develop dissemination plans accordingly.
- Hold community events, meetings, rallies, etc. to mobilize underserved groups for polio vaccination.
- Identify IEC requirements and distribution plan and coordinate with necessary partners to ensure implementation.
- Monitor effectiveness of SMs and the activities conducted by him/her.
- Ensure orientation of Religious and Community leaders at the UC- level.

Project :BEST-PAK(Basic Education and Employable Skill Training Pakistan)

Operational Area: District Dera Ismail Khan KPK

Working as **Team Leader Community Mobilization** From 14 Sep 2022 to Till Date

Job description

- Supervision and management of the field team constituted by, technical monitors, surveyors, data entry staff and casual workers.
- Planning of daily, weekly, and monthly activities contribute to annual and long-term planning.
- Ensure a participatory approach in developing workplan
- Participation in the technical evaluation of the staff's performance, to identify needs for training and to improve consequently the quality of the performance.
- Development of the assessment tools

- To facilitate the smooth and timely implementation of Food distribution project and ensure that beneficiaries are Receiving the right quantities.
- Management of the forecasting and the delivery of the equipments/materials needed on the field, in good collaboration with the logistic department.
- Follow developed SOPs/ activity scope document for the implementation of project interventions
- Facilitate field team in conflict resolution at field level.
- Ensure all standards for the food distribution are followed.
- To support and ensure that the monitoring and analyze the impact of the different programs for economic support Cash Based Intervention (CBI): CFW, (collection of testimonies, case studies and village profile)
- Maintain records of the technical implementation in electronic form, if required.
- Sharing of findings with DPM/PM
- Ensure documentation review with the developed checklist
- Weekly reporting of project activity progress
- Assist the data analyst in data analysis of collected data



Project: PRDP (Pak Rural Development Program)

Operational Area: Khanewal Punjab Pakistan

Worked as a **Social Mobilization Officer** from March,2020 to September 2022

Job description

- Support and ensure prope planning and implementation of social mobilization activities in respective provinces
- Assist Social Mobilization Regional Coordinator in preparation of plans and budget for the social mobilization unit
- Collect update information from provinces on daily and weekly basis and assist Social Mobilization Regional Coordinator in developing comprehensive monthly and semi annual reports
- Collect and review monthly plans and progress reports from respective provinces and provide feedback
- Pay regular monitoring and supervisory visits to the respective provinces for review of the plans, activities (Quality Enhancement Grant, Community Contracts, Model School Projects, liquidation of the budget released, capacity building of Staff and SMS, all initiatives taken for quality improvement in education) and report and provide support
- Facilitate administrative activities at the Central Level
- Facilitate and coordinate preparation of semi annual report with Social Mobilization Regional Coordinator
- Facilitate Data base development and ensure its utility for more effective tracking
- Facilitate and coordinate respective provincial representation in EQUIP

- Conferences Build capacity of EQUIP provincial team members by providing training and workshops
- Perform Training need assessment of the respective provinces and prepare the list of training requirements
 - Coordinate and facilitate training activities
 - Coordinate and supervise all training initiatives organized at provincial level
 - Prepare and provide training materials to provincial teams
 - Prepare and update regularly the documents and files as well as monthly and quarterly reports
 - Provide timely guidance and advices to provincial teams and other respective persons
- Address challenges including conflicts, problem solving and special field visits
- Enhance communication and coordination between Center and Provinces
 - Strengthen coordination and communication of provincial teams with PEDs & DEDs Update SM Regional Coordinator regarding provincial progress and issues (if any)
 - Translate training materials in local languages
 - Keep record (soft and hard) of all training events conducted at the respective provinces including SMS

Project: SADP (Southern Area Development Project Semi Government)

Operational Area: D.I.Khan



Worked as a **Sub Engineer** from December 13, 2016 to 31 Dec 2019

✚ The KP- Southern Area development Project is Multi Sectoral Rural Development project funded by the MDTF world Bank. The project is based on community demand driven approach to identify small rural infrastructure schemes.

Job description

As Sub Engineer the following duties are performed

- 1) Assist the Field Engineer in Identification and selection of schemes.
- 2) Carrying out survey and prepare the necessary drawings, X-sections, L-Sections etc on Auto Cad ,Preparation of the feasibilities, designs and the detailed cost estimates of the schemes to be executed By the communities.
- 3) Measurements and billing of works executed by communities.
- 4) Regularly monitor and report the physical progress of the Schemes being implemented under the sector.
- 5) Close coordination with the communities and the relevant Line Departments in matters related to the implementation of the Schemes under the sector.
- 6) Regular visits the field along with Field Engineer and would provide the required technical assistance in the implementation of works.

- 7) Preparation of daily, weekly and monthly technical reports.
- 8) Assisting the communities the O&M program of the schemes that are to be handed over to them.

Project:Chashma Sugar Mills Pvt Ltd DIKhan(PAK)



Worked as a**Assistant Engineer Civil**from October, 2011 to December 2016

Job description

As Assistant Engineer the following duties are performed

Worked As Assistant Civil Engineer to Prepare BOQs, Supervision of Construction Works to maintain Quality and implementation of approved drawing at site. Work ability test of PCC & Bricks.

Supervision of construction of residential Quarters, Cane yards Roads, Colony Roads, Boundary Walls, Construction of waste water channel and also supervise the construction of weight bridge and foundation works in boiling house, Mills House and boiler house.

Supervise the Construction work of new Sugar godown.

Supervise the Construction work of vertical crystallizer.

Supervise the construction work of Molasses pond.

Supervise the construction work of Feeding table. Any other task assigned by the General Manager of the Sugar Mill.

Project:Polio Eradication Initiatives – World Heal Organization DIKhan

Worked as a**Campaign Support Person**from March, 2008 to August 2011

Job description

Support to the taluka in Polio campaign

Monitoring the UPEC meeting at UC Level.

Monitoring the team trainings at UC and Taluka Level.

Validation of the UC Villages targated Population.

Preparation the Micro Plan with AICs and UCMOs.

Monitoring the campaign of Polio and reporting to the revelant and competent authority.

Taking Cluster atleast 7 houses for checking the work of team quality and find the gapes and fill the gapes.

Filling the checklist by teams telly sheet for its neap indicators.

COMPUTER SKILL:

- 1) Auto Cad
- 2) MS Offices
- 3) Software Installations
- 4) Typing
- 5) In-page
- 6) Report Writing

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| REFRANCES: | <table> <tr> <td>Inam Ullah</td> <td>Project Manager</td> <td>Pak Rural Development Program (PRDP)</td> <td>03459888570</td> </tr> <tr> <td>Komail Ali</td> <td>Infrastructure Specialist</td> <td>KP-SADP D.I.Khan</td> <td>03315567749</td> </tr> </table> | Inam Ullah | Project Manager | Pak Rural Development Program (PRDP) | 03459888570 | Komail Ali | Infrastructure Specialist | KP-SADP D.I.Khan | 03315567749 |
| Inam Ullah | Project Manager | Pak Rural Development Program (PRDP) | 03459888570 | | | | | | |
| Komail Ali | Infrastructure Specialist | KP-SADP D.I.Khan | 03315567749 | | | | | | |
| LANGUAGES: | <ol style="list-style-type: none"> 1) English 2) Urdu 3) Sraiki 4) Panjabi 5) Pashto | | | | | | | | |
| Additional Info: | <p>Professional Strengths:</p> <ol style="list-style-type: none"> 1) Having strong Leadership and decision-making skills. 2) Self motivated Enthusiastic and Result Oriented. 3) Ability to accept challenges. 4) Vision of community participatory approach. 5) Ability to work with the targeted oriented group of people. 6) Having strong communication skills in English, Urdu, and other Local Languages. | | | | | | | | |