

NARMEEN

PERSONAL INFORMATION

Date of Birth: 20-12 -1994

Nationality: Pakistani

Religion: Islam

Mobile: 03115892423, 03424234318

Email Address: narmeenali4@gmail.com

Permanent Address: Village Singal P/O Singal , Tehsil Punial District Ghizer.

Residential Address: 3rd Floor Flat 6/11 Gulshan-E-Noor Mosamiyat Karachi Opposite To Dow Hospital Ojha Campus.

QUALIFICATION

BS (Information Technology)

Jinnah University Karachi

PROFESSIONAL SUMMARY

To work in a reputed organization with competitive environment, practically use my knowledge and acquire experience in order to strengthen the knowledge of my area of study so as to be more competitive to achieve my niche.

EXPERIENCES \ CAREER DEVELOPMENT

Designation	Organization	Duty Station / Project	Tenure
ENUMERATOR	RIZ CONSULTING	A PROJECT OF RIZ	23 NOV 2021 ...
SENIOR RESEARCH ASSISTANT	(AKUH)	A PROJECT OF AKU, TPVICS	APRIL 2022 TO JUNE 2022
SENIOR RESEARCH ASSISTANT	(AKUH)	A PROJECT OF AGA KHAN FOUNDATION	JAN, 2020 TO FEB, 2020

FIELD SUPERVISOR	AKUH	LUNG POINT OF CARE PROJECT OF AKU	NOVEMBER, 2018 TO MARCH 2019
COMPUTER LAB	SHAMA PUBLIC SCHOOL GHIZER	SINGUL - GILGIT	JAN 2019 AUG 2019
DATA COLLECTOR	(AKUH)	NATIONAL NUTRITION SURVEY PROJECT OF AKU	MARCH 29, 2018 TO SEPTEMBER 30, 2018
ADMISSION OFFICER	MEMON MEDICAL INSTITUTE HOSPITAL	MMI KARACHI	JUL 2020 TO JAN 2022

OVERALL DETAILS OF ROLES PERFORMED

FIELD SUPERVISOR, AGA KHAN UNIVERSITY HOSPITAL (AKUH)

- Worked on project “**Lung point-of-care**” ultrasound for acute respiratory infections in resource-constrained settings – a pilot study for training community health workers’ in which ultrasounds were done in children for diagnosis of pneumonia.

SENIOR RESEARCH ASSISTANT.

- To identify eligible mother in community for their view about health seeking care such as family planning.
- To ascertain mother knowledge about children early and exclusive breast feeding practices.
- To know about mother behaviors towards ANC and PNC services.
- Awareness to teachers related to computer and computer lab.

DATA COLLECTOR

- To identify eligible mother in community for their view about health seeking care such as family planning
- Awareness given to pregnant mother regarding food intake in four trimesters

ADMISSION OFFICER

- Admission process including interviewing patients, confirming physicians’ admission privileges, recording patient details in hospital’s database and using doctors’ bookings.
- Patient questions regarding admission procedures, mobile phone restrictions and room selection.
- Arrange admission charts and gather related paperwork.

- Guide patients through the admission process and gather relevant personal information through pre-admission interviews.
- Manages patient placement throughout the facility via assigning beds, arranging transport and notifying physicians of patient arrivals.

SKILLS AND ABILITIES

- Ability to use specialist knowledge creatively and innovatively to solve problems
- Interpersonal, Negotiation, Handling Pressure, Flexibility, Conflict Management.

COMPUTER SKILLS

- Programming Languages: JAVA, C++, C,
- Scripting Languages: HTML, CSS, JavaScrip,
- Database: Sql, Ms Access.
- Tools: Adobe PhotoshoP;AdobeFlash ,Dr Java.
- Engineering Software: MATLAB, Electronic Workbench
- MS Office (MS Word, MS Excel, MS PowerPoint)
- Internet

LANGUAGE

- Urdu,
- English,
- Shina.

REFERENCE

- References will be furnished upon request