



# Naseer AHMED Arain

Data Base Officer

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Gandawa, Jhal Magsi, Pakistan

## Summary

- Hello sir I am well educated and literate person. .. I have my Master degree with 2nd division. .. I have also worked in NGO projects. ..and have great experience.

## Skills

Work Plans | Women\'s Ri | WASH | Warehouse Management | Warehouse Loading | Warehouse Control | Warehouse Policies | Vulnerability | Vehicle Allocation | [REDACTED] [REDACTED] [REDACTED] [REDACTED] | Understanding of Statistical Data | Typing Speed | Traveling To Field Sites | Transaction Operations | Training Skills | Training Manuals | Training and Workshops | Training Analysis | Training | Track Expenditure | Time Management | Time Management Skills | Time Management | Technical Documentation | Team Player | Team Motivation | Team Management | Team Management | Teaching | Taxation | Supply Chain | Supervision Skills | Subject Command | Strong Networking | Stress Management | Strategic Thinking | Store Management Skills | Stock Management | Statistical Data Analysis | Statistical Analysis | STATA | Stakeholder Engagement | SPSS | Sphere Standards | Social Studies Subject Command | Social Networking | Social Mobilization | Skills of Developing Frameworks | Site Management | SEO Audits | Security Programming | Security Principles | Search Engine Ranking | Search Engine Optimization | Sales Verification | Safety Programming | Safety Management | Safeguarding Skills | Safeguarding | RRA Tools | Risk Management | Responsiveness Directin and Learning | Responsive on Directions and Learning | Resource Mobilization | Research and Development | Reporting Skills | Reporting and Recording Skills | Reporting and Recording | Reporting | Report Writing Skills | Report Writing and Computer Literate | Report Writing | Renovation | Reliable and Responsible | Relationship Building | Rehabilitation | Referral Pathways | Referral Pathway | Recruitment | Record Keeping | Record Maintenance | Record Keeping1 | Receptionist Task Management | Quality Control Processes Command | Quality Control Printing | Quality Control Cutting | Qualitative and Quantitative Indicators | Qualitative Analysis | Purchase Procurement Knowledge | Public Private Liasoning | Public Health Education | Psychological Rehabilitation | Psychological Operations | Psychological Assessment | Protection Protocols | Protection & GBV | Protection | Prometheus | Project Management | Project Implementation

## Experience

Aug 2023 - Apr 2024

### Data Base Officer

WESS, Jhal Magsi, Pakistan

Data is very fundamental to the operations of every Non-Governmental Organisation (NGO), it governs their activity from start to finish, such that before every action is taken, data is collected to 'get the facts rights' - This data collection process cuts across problem identification, needs assessment, tracking of ...

Nov 2022 - Jun 2023

### GBV OFFICER (Gander Base Violence )

International Rescue Committee (IRC), Jhal Magsi, Pakistan

- Good atmosphere and good combination and referral mechanism
- May 2022 - Dec 2022 **MHPSS Session And Life Skills H&H**  
International Rescue Committee, Jhal Magsi, Pakistan
- Enter Description
- Sep 2021 - Mar 2022 **Trainer**  
Tkf, Jhal Magsi, Pakistan
- Good experience and well learning
- Sep 2020 - Apr 2021 **Warehouse Incharge & Master Trainer**  
Tameer-E- Khilaf Foundation (TKF), Jhal Magsi, Pakistan
- Good work and nice team and I appreciate coordinator and managers
- Jan 2018 - Apr 2021 **Monitoring And Quality Assurance Office**  
Apex Consulting Pakistan, Jhal Magsi, Pakistan
- Complete and monitor action plans to support service development and continuous improvement. Use data and other information to inform service improvement and produce reports for the management team Support the management team to prepare for internal, external and regulatory inspections.
- Jan 2016 - Feb 2021 **Area Field Office - Supervisor**  
APEX Consulting Pakistan, Jhal Magsi, Pakistan
- Monitoring polio program,  
third party monitoring good experience and start to end all PCM and LQAS trainings and ground field lots of achievement.
- Dec 2018 - Jan 2019 **UNDP**  
IOM, Jhal Magsi, Pakistan
- I have worked as a supervisor. I have worked on the project of Drought. I have supervised about the Drought at Jhal magsi balochistan..
- Aug 2018 - Aug 2018 **Fafan Election Observation**  
Fafan Election Third Party Monitoring, Jhal Magsi, Pakistan
- Independent third party observation Election companies as a observe
- Feb 2018 - Aug 2018 **HANDS**  
HELPING HANDS TRUST, Shahdad Kot, Pakistan
- Wash project
- Mar 2014 - Dec 2015 **Community Development Office (CDO)**  
BRSP, Jhal Magsi, Pakistan

Community Development is the process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to address issues affecting the well-being of those people. It is a powerful vehicle for bringing about environmental and behavioral changes that ...

## Education

2020	<b>University of Balochistan</b> Masters in Arts , BA Fittr
2020	<b>Balochistan Board</b> Masters in Arts , master Urdu Grade: A+
2019	<b>Balochistan University of Engineering and Technology</b> Masters in Arts , master MA Urdu Grade: B+
2019	<b>Muslim Hands Informatics</b> Certification , Shorthand Typing,Networking,Data Entry Percentage: 80%

## Projects

### FAFAN ELECTION OBSERVATION

I worked at Fafan Election observation as a third party observe  
Alhimdullellah good experience

### Apex Consulting Pakistan

I worked as a area field officer and Supervisor I working overall district third party monitoring polio vaccine good experience third party monitoring

### International Rescue Committee

I have had a great experience on Gender base violence. I have worked at international rescue Committee as a GBV officer. I have learned a lot from IRC about gender based violence . I can easily and freely manage all types of administration. I have gripped GBV case management.

### UNDP

<http://www.undp.org.pk>

I worked as a supervisor at United nation programme. I have fuly known about the responsibility of supervising.drought assessment

### Wok Shop UNICEF Nutrition

<http://ww.Nutrition.com>

Here i worked as a data entry operator. I have experience of using MS office , ms excel and related.

### Hands

<http://www.hands.org.pk>

I have worked as a data collector. My main role is to collect data.

## Tameer E Khaliq Foundation

I am working as a warehouse incharge and Master trainer at TKF I have work experience field assessment data collection and community mobilization as well.

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### Languages

<b>Sindhi</b> Expert	<b>Urdu</b> Expert	<b>Pashto</b> Intermediate	<b>English</b> Expert
<b>Balochi</b> Intermediate			