

EDUCATION

Msc. Economics 2007-08

(Silver Medalist)

University of Malakand

LANGUAGES

- English
- Urdu
- Pasht0

STRENGTHS

Responsible and Dedicated

Ensure timely completion my activities with through technical understanding to maximize the benefit of organization.

ACHIEVMENTS

Zero Polio case from my area of assignments

Pakistan is an endemic country for poliomyelitis and having zero case of polio from my area of assignment it is an achievement.

SKILLS

Monitoring & Evaluation

Disease Surveillance

Field reporting

Data Collection

Data Analysis

Policy Making

Inter-department
Communication

Dedicated team Leader

Dependable Team Member

NAVEED KHAN

Tehsil Polio Office

Takht Bhai, Mardan KPK Pakistan

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00923149383176 03349184048



Professional Experience

Tehsil Polio Officer

04/2021- Ongoing

World Health Organization

Tehsil Takht Bhai-Mardan

Provide technical support to DPEC and TPEC. Work closely with government and partners to ensure coordination of different stakeholders in the assigned area. Support the full implementation of NEAP on polio eradication and immunization at the assigned level. Support the DPEC in ensuring the timelines for SIA activities are formulated and followed in the assigned area. Ensure appropriate selection of vaccinators and supervisors as per the NEAP guidelines. Facilitate and monitor the training of health staff. Supervise and monitor the work of the Teams, AICs and monitors. Analyze the daily data and collate the observations of the monitors and present the findings, actions and recommendations at the daily evening meeting. Carry out post campaign analysis of data, review reports, collate, summarize and disseminate the reports to be shared the authorities. Conduct regular surveillance visits to assigned as per the monthly surveillance work plan. Train/sensitize the IHCPs in the assigned area. Ensure monitoring of EPI coverage and drop out.

District Field supervisor - Mardan

10/2020 – 03/2021

Association for Community Development (ACD)

To work closely with Area Coordinator for the Implementation of project activities to curb the incidence of Tuberculosis especially MDR TB in the district. Monitoring and supportive supervision of health staff with respect to TB control Program.

Union council Polio officer

01/2015 – 09/2020

World Health Organization

AR Camp jalala-Mardan

Working under Immunization Officer, WHO Mardan to ensure quality supplementary immunization Activities in my assigned area in the greater cause of Polio eradication. Support the TPEC in engaging and mobilizing communities EI demand creation and building the trust of communities in vaccine uptake. Monitor the effective

utilization of mobile, fixed and transit teams in the assigned area, and immediately report misuse to the immediate supervisor.

Social Organizer

06/2011 – 05/2012

Relief International

District Muzaffargarh

Assisted in planning and implementation of school children for School Feeding Program. Apart from planning and implementation , actively engaged in communication activities for nutritional awareness.

Benazir Income Support Program (BISP)

Takht Bhai Mardan

Responsible for managing the planning and execution of the survey at Tehsil level, and for providing technical support to the enumerators' field work and also responsible for the logistics. Monitoring

Social Organizer

07/2009 - 12/2009

Ghazi Bharotha Taraqqiati Idara GBTI

Attock Punjab

Making contact with and organizing local communities in the most appropriate forms of organization. Training local leaders and activist in the basics of organizing communities and introducing a program of savings, capital formation and skill development/enhancement.

CERTIFICATES

- Data analysis from atomcamp
- Power BI for Data Visualization and Analysis from PIDE-QAU Islamabad
- Preventing sexual harassment and other prohibited conduct for managers from World Health Organization.
- Preventing sexual exploitation and abuse (PSEA) from World Health Organization.
- UN BSAFE from World Health Organization.
- Merit certificate from Govt. jehanzeb college swat on securing 2nd position in University of Malakand.
- BSL and Fire Training Rescue 1122

REFERENCES

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