

saeed ahmed



Experience 5 years 1 mon
Current salary 91334
Created at 9th May, 2011
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Job Overview/Summary: The Community Mobilization Officer will be responsible for supporting the implementation of community-based activities related to disaster risk reduction and climate change adaptation. The CMO will be responsible for conducting community mobilization activities, training and capacity building of community members, developing and implementing community awareness campaigns, facilitating the development of local adaptation plans of action (LAPA) and facilitate piloting the interventions identified in LAPAs.

Personal Information

Email	sahmed.khokhar@yahoo.com	Date of birth	1st June, 1985
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Country	Pakistan	City	Gamber-Shahdadkot
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Education

SHAH ABDUL LATIF UNIVERSITY, KHAIRPUR
B.A (540.00%)
2003 - 2005

political science

Experience

INTERNATIONAL RESCUE COMMITTEE PAKISTAN
COMMUNITY MOBILIZATIONS OFFICER
2023 - Currently Working

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Major Responsibilities:

Develop and implement community mobilization strategies to support the project's objectives and outcomes.
Conduct community mobilization activities, including meetings, workshops, and other events to raise awareness about the project's DRR, local adaptation and Climate Change
Work closely with local stakeholders, including government officials, civil society organizations, and community members, to ensure their active participation in the project.
Support the development of Local Adaptation Plans of Action (LAPAs) at the union council level, through a participatory approach involving community members' active participation, particularly women and vulnerable groups.
Facilitate identifying and prioritizing actions that are most relevant and effective in addressing each community's specific needs and challenges.
Develop and implement an awareness campaign on the impacts of climate change and the importance of disaster risk reduction, including disseminating printed and digital/electronic materials in communities and to other relevant audiences.
Engage journalists and social media activists to disseminate information and provide them with key materials and messages to be disseminated.
Work closely with the field engineer, DRR officers, Capacity building officers to ensure the effective implementation of structural interventions, such as constructing raised platforms/emergency evacuation centers in targeted flood-prone areas.
Coordinate with CBOs and DRR to ensure effective implementation of institutional capacity development activities, such as

capacity building on developing and implementing hydro-meteorological monitoring equipment and training on effective coordination and implementation of Early Warning Systems (EWS).
Prepare regular progress reports and contribute to project monitoring and evaluation activities.
Support and facilitate communities during the meetings with local government authorities and during exposure visits to projects interventions;
Support in the identification of sites for Climate change and DRR interventions
Perform any other task assigned by the supervisor

**HUMAN APPEAL
FIELD OFFICER DISTRIBUTION
2022 - Currently Working**

Coordinate trucking arrangements and other logistics and material requirement for the planned commodity distributions to ensure timely delivery of commodities to distribution sites/ points.

Ensures distribution timetable and informs recipients/beneficiaries through the community leaders and other possible means.

Develop strategy of community interaction for the social organizers and hold first dialogues meetings with the communities.

To work with the community to ensure that they are responding to identified needs and have the full participation of the community in food distribution.

Provide support and supervision to distribution staff to ensure successful implementation of the program

Reporting of issues and their possible solutions to the project coordinator.

Monitor food distribution activities to ensure that it is managed within the timeline provided and as per objectives.

Ensure the safety & security and dignity of the recipients at distribution points while also complying to the COVID-19 protocols.

Taking precautionary measures for properly organized distribution through mob controlling and que formation

Support and assist Project Coordinator in data and reports compilation.

**TAKHLEEQ FOUNDATION
DISTRICT FIELD OFFICER
2021 - 2021**

Coordination with DEC
Coordination with the District NADRA Office
Monthly Meeting with DEC and NADRA
Coordination with District Stake Holder
Online reporting
Reporting to project Coordinator
Project Coordinator
Identification of Beneficiary
Monthly meetings with stake holder
TOT to local Organization
Project implement

**EDUCATION FUND FOR SINDH
FIELD OFFICER
2016 - 2016**

MOU signed with PVT School's
Enrolled street child in School's
Identification of street children
Check course daily basis
Daily reporting to report line manager
Weekly monthly reporting
Coordination with Parents
Monthly meeting with parents
Follow up for identification of street children
Proper Documentation
Traveling
Need base call for Training for staff
Arrangements for TOT

**APEX CONSULTANTS PAKISTAN
DISTRICT SUPERVISOR
2015 - 2016**

The major activities involves: Supervision of field teams if polio drops have been administered in different parts. Facilitated field team as per geographic areas logistically and trouble shoot the difficulties if any during the field work. Ensure proper functionality of devices; uploading of collected data. Prepare, different modes, reports to be submitted online and bi-weekly.

**LAAR HUMANITARIAN & DEVELOPMENT PROGRAMME
COMMUNITY MOBLIZER**

2012 - 2012

Village selection, Rapid assessment, Community mobilization, M.A.P drawing in community, Community action plan, finding volunteer's from community, team work management, making work plan, report writing, case study

LAAR HUMANITARIAN & DEVELOPMENT PROGRAMME

PHP

2010 - 2011

Village selection, Rapid assessment, Community mobilization, M.A.P drawing in community, Community action plan, finding volunteer's from community, team work management, making work plan, report writing, case study, Documentation of all hygiene promotion sessions monitoring tools, village development committee. conducted FGD in village. Facilitate team leader daily basis field.

Skill

selection of volunteer's, report writing

Good

Last used -

Project

wash, child protection & psycho social (laar Humanitarian & Development programme Shahdadkot)

social mobilizer

1st February, 2011 - 1st May, 2011

social mobilizer

References

Ali Mansoor Chandio

Cash Transfer Officer at Oxfam Gb (5 years)

Professional

MMansoor@oxfam.org.uk

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