

ZIA ULLAH KHAN

SOFTWARE ENGINEER



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Kotka Saeed Khan Opposite DHQ
Hospital D.I khan Road Bannu.

SUMMARY

I am always committed, dedicated, and very professional to words to my job, I fulfill all responsibilities assigned to my very punctually. I have the ability to work in any circumstances any culture and environment, and achieved my goals for my valuable organization.

EDUCATION

BS- Software Engineering (BS-SE)

- Iqra National University Peshawar
- from 2015 to 2021.

Inter Computer Science (ICS)

- Govt. Post Graduate College Bannu
- from 2013 to 2015.

SSC (Science)

- Govt. High Secondary School (Camp) Bannu.
- From 2011 to 2013.

PERSONAL PROFILE

- Father's Name : Muhammad Ibrahim Khan
- Date of Birth : 30/04/1996
- CNIC No : 11101-5507599-7
- Domicile : District Bannu
- Nationality : Pakistani
- Religion : Islam
- Marital Status : Single

PROFESSIONAL EXPERIENCE

Social Organizer

Women Empowerment Organization (WEO)

From 01 January 2023 to till dated.

- Community Engagement:
- Needs Assessment:
- Advocacy and Resource Mobilization:
- Coordination with Educational Institutions:
- Language and Cultural Support:
- Access to Formal and Informal Education:
- Capacity Building:
- Monitoring and Evaluation:
- Documentation and Reporting:
- Psychosocial Support:
- Public Awareness Campaigns:

Visiting Lecturer Ship

Govt. Degree College Kakki Bannu.

From 2021 to 2022.

- Teaching and Instruction:
- Subject Matter Expertise:
- Student Interaction:
- Assessment and Evaluation:
- Availability and Office Hours:
- Collaboration with Colleagues:
- Professional Development:
- Adherence to Policies and Standards:
- Flexibility:
- Communication Skills:
- Feedback and Evaluation:

CERTIFICATIONS

- Computer Short Course
- Climate Change Adaptation, School Safety, and DRR.
- ToT of Master Trainers on ALP-Primary Package C

SKILLS

- MS-Word
- MS-Power Point
- MS-Excel
- Video Editing
- Communication skills
- Teamwork
- Problem-solving
- Time management
- Creativity
- Leadership
- Decision-making
- Interpersonal skills
- Positivity
- Collaboration
- Active listening
- Presentation skills
- Negotiation skills

INTERESTED

- **Outdoor Adventure:**
- **Travel and Exploration:**
- **Book Club Participation:**
- **Sports and Fitness:**
- **Volunteer Work:**
- **Culinary Exploration:**
- **Art and Creativity:**
- **Music Enjoyment:**
- **Photography:**
- **Tech Enthusiasm:**
- **Home Gardening:**

Computer Operator

Community Research Development Organization (CRDO)
From Oct 2020 to Mar 2021.

Responsibilities:

- Data Entry:
- Quality Assurance: .
- Database Management:
- Record Keeping: .
- Data Processing:
- Report Generation:
- Communication:
- Timely Delivery:
- Confidentiality:
- Problem Resolution:
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Skills:

- Attention to Detail:
- Organizational Skills:
- Computer Proficiency:
- Time Management:
- Communication Skills:.

Social Organizer

Community Development Program (CDP)
From Apr 2019 to Aug 2020.

- Community Outreach:
- Facilitation of Registration Process:
- Documentation and Record-Keeping:
- Community Engagement and Education:
- Collaboration with Authorities:
- Follow-Up and Support:
- Data Security and Privacy:

WORKED AS A ENUMENATOR

1: Organization: Glow (Consultant Islamabad)

Position: Enumerator

Duty station: Bannu & NWTD

Duration: 1June 2024 to 15July 2024

Job Description:

Working with WHO (Polio) Conducted FGDs, AIC & IDI with DHO, SMO, UCMOs Area Incharge and Vaccinators

2: Organization: IOM

Position: Enumerator

Duty station: Bannu

Duration: 1Mar 2024 to 30 April 2024

Job Description:

Identification of Afghan Refugees in District Bannu.

3: Organization: Care International

Position: Enumerator

Duty station: Bannu

Duration: 2 Oct 23 to 12 Oct 2023

Job Description:

KAP Survey of Afghan Refugees at Non- formal education.