

Azizullah Kakar

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EXECUTIVE PROFILE

A visionary and forward-looking development leader offering 19+ years of progressive growth and outstanding success streamlining program over a wide range of educational administration areas like development projects, research, community development, community outreach, rural development, monitoring & evaluation, communication, and career services.

Skilled in the provision of strategic insight in tool development, research design and methodology, data collection, interpretation of data, analysis of results and production of comprehensive reports.

Committed to communicating with the senior management to implement improved databases, data collection systems and other data related strategies with a successful track record in the utilization of data visualization tools to obtain statistical efficiency and quality.

Having multi sectoral experience in policy reforms, public health, training and development, communication, human resources development. Efficient both in the programs and operations and managed the multi years projects both at provincial and district level.

Summary of Professional Experience

- Currently working as District Coordinator (Consultant) TA BRACE DAI International & Global Austeria GmbH & Co KG for Pishin Killa Abdullah, funded by European Union, From August 2019 till Date).
- Worked as Community Based Vaccination (CBV) officer (Chip Training and Consulting) Funded by UNICEF Pakistan District Pishin, from August, 2017 till August 2019.
- Worked as District Health and Communication Support Officer (DHCSO) (Chip Training and Consulting) Funded by UNICEF Pakistan for Pishin (from July 2016 till August 2017)
- Worked as Manager Assessment, Capacity Building and Validation, Assessment and Strengthening Program ASP RSPN Funded by USAID. (from August 2014 to October 2015)
- Worked as Acting Provincial Program Director ASP RSPN Baluchistan Funded by USAID (from March 2013 to Dec, 2013)
- Worked as Policy and System's Coordinator IRM, Pakistan Reading Project Funded by USAID. (from December 2013 to August 2014)
- Worked as Manager Assessment, Capacity Building and Validation, Assessment and Strengthening Program ASP RSPN Funded by USAID. (from April 2011 to December 2013)
- Worked as Human Resource Development Specialist HRDS AGRP-B UNDP. (from July 2009 to March 2011)

- Worked as Hub General Manager Operations National Commission for Human Development NCHD Loralai (from January 2009 to July 2009)
- Worked as consultant SMART Pakistan for CLTS project by UNICEF Pakistan. (May 2008 to December 2008)
- Worked as Regional Program Officer for (Capacity Development) NCHD Pishin region. (from September 2006 to April 2008)
- Worked as District Manager (Capacity Development) NCHD Pishin (from Jan 2005 to September 2006)
- Worked as ICT officer NCHD Pishin. (from April 2004 to January 2005)

Professional Experience (Details)

(A) European Union (EU)- Balochistan Rural Development and Community Empowerment (BRACE) is a (5) year Programme, aiming to reduce poverty in nine rural districts of Balochistan. The Programme is implemented by the Rural Support Programmes Network (RSPN) and its two member RSPs working in Balochistan, namely, Balochistan Rural Support Programme (BRSP) and National Rural Support Programme (NRSP). The BRACE Programme will cover nine out of the 34 districts of the Balochistan Province for a five-years period, from 15 June 2017 to 14 June 2023. TA staff provides technical assistance and backstopping both at provincial and district level to sustain the interventions.

1. District Coordinator (Consultant) (Non-Key Expert) DAI International & Global Austeria Gmbh & Co KG (August 2019 till Dec 2023)

Duties & Responsibilities: Facilitate Director District Coordinator in promoting the enhancement of Gender Mainstreaming values and the integration of cross-cutting issues; Monitoring and evaluation of ongoing Community Physical Infra Structure (CPI) schemes of Balochistan Rural Support Program (BRSP).

Assist stakeholders in formulation of Community Organization (COs), Village Organization (Vos), Local Support Organization (LSOs) at community level, village level, union level and tehsil level;

Assist stakeholders in developing village/Union/tehsils and district Development Plan, Resource Mobilization Plan (RMP),

Mentoring and monitoring of Community Institutions (CO/VO & LSO) through Knowledge sharing exposure visits for community activists;

Developing mechanisms for creating synergies and linkages between Community Institutions and Local Government Authorities;

Build the capacity of district administration, local government authorities local support organizations and other stakeholders on overall program of Balochistan Rural Development and Community Empowerment (BRACE) in phases.

Support the development of sector plan, district development strategy, gender mainstreaming strategy, and community driven local governance policy.

Notable Accomplishments:

Developed Community Institutions (Community Organization, Village Organization, Local Support Organization)- Approvals of Community Driven Projects (Village Development Plan, Union Council Development Plan

Developed District Development Strategy & Plan (DDSP) for district administration- Liaison between district line departments and community networks.

Coordination with partners and government agencies at field levels (district administration and Local Government department), clusters, and respective implementing partners (BRSP and NRSP);

Strong Networking with external stakeholders and potential partners, advocate and represent project interventions in local meetings (Joint District Development Committee) with partners and technical forums;

Assisted project team technically in project capacity building activities for district administration and implementing partners and other stakeholders in collaboration with BRSP and NRSP;

Provided regular guidance, oversight, and support to the district administration and LG department during JDDC meetings and regarding program activities;

Assisted Implementing partners at district level by support project interventions by working closely with partners, and the govt. Dept/ agencies;

Provided regular monitoring updates of Community Physical Infrastructure (CPI) to district administration and AD (LG) department for immediate response and changes in program approach/design

(B) UNICEF Pakistan: Community Based Vaccination Program: Community based vaccination program for polio eradication was launched in July 2016 to eradicate the polio virus from the region, Quetta, Pishin and Killa Abdullah were focused in the program. The program was guided by the NEAP Pakistan. The program was implemented through the hiring of the local staff to administer the vaccine, in addition, support was also provided to expanded program on immunization (EPI)

(1) CBV Officer Pishin (Chip Training and Consulting) August, 2017 till August 2019.

Duties & Responsibilities: Mobilize the human resource in the field, coordinate with CBV manager and third-party vendor on CBV hiring and training to be shared with the Provincial Emergency Operation Centre and UNICEF team lead.

Prepare plan for recruitment for CBV inclusive of supervisory tiers in coordination with the third party. Facilitate timely hiring of the CBV staff, monitor the turnover and ensure full deployment in the agreed time frame.

Support with the induction training of recruited HR in coordination with the training coordinator and third-party vendor.

Maintain close coordination with third party vendor to ensure smooth administrative management of CBV workers by liaising between field staff and third party, support the conduct of inquiries.

Prepare presentations / updates / briefs and reports on CBVs progress vis a vis deployment status and training for the DPCR / EOC and UNICEF as and when required, collect and share evidences for disciplinary actions from the field.

Notable Accomplishments:

Successful hiring, training and deployment of 95 % of female staff in the field for vaccine administration.

Enhanced the coverage of polio vaccine to 98 %. And covered 100 % district.

Successful bifurcation of polio tehsils, unions, and areas, development of all maps.

Successful preparation, desk review and field validation of quality micro plans

Carried out 100 % registration of the under five children in the district.

Successfully launched two IPV and one measles campaigns in the district with 97 % of the coverage.

Arranged and conducted the Polio Eradication Committee meeting (DEPC) before every SIA and campaign.

(2) District Health and Communication Support Officer Pishin (Chip Training and Consulting) (July 2016 till August 2017)

Duties & Responsibilities: Support the micro planning preparation, validation and submission, carry out the training of UCO, supervisors and teams, campaign monitoring, ensure deployment, team supervision and monitoring of staff, and review the campaign

To act as district focal point to coordinate and support the preparation, implementation and monitoring of district PEI and EPI, social mobilization and communication planning (particularly SIAs) in the assigned district in collaboration with Department of Health and polio partners.

Provide supervision and direction to UCO's in coaching, supportive supervision social mobilization and providing back-stopping support to teams and social mobilizers as needed.

Support of, and participation in, DPEC meetings and support developing and implementing a district-specific vaccination and social mobilization plan for polio eradication and routine immunization, ensure quality implementation of IEC activities, group meetings, rallies, mosque announcements) and other persuasive communication techniques for polio eradication and routine immunization.

Monitor campaign activities, high risk groups, plan to rural area for monitoring; help to cover missed households, and liaise with local press/ radio, ulema's, mosques to promote polio eradication and routine immunization.

Catalyzing a network of NGOs, community-based organizations and existing social networks, and educational institutions - especially catering to underserved & minority communities.

Notable Accomplishments:

Successful hiring, training and deployment of 95 % of female staff in the field for vaccine administration.

Enhanced the coverage of polio vaccine to 98 %. And covered 100 % district.

Successful bifurcation of polio tehsils, unions, and areas, development of all maps.

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© USAID Assessment and Strengthening Program (ASP-RSPN) ASP was five years initiative implemented by RSPN with focus on the policy issues and capacity building. The program was implemented in all the provinces, it focused assessment, capacity building and

validation of the provincial secretariat. The main focus of the project was capacity building and improvement in governance mechanisms, BPPRA was established with the technical assistance of ASP RSPN.

(1) Manager Assessment, Capacity Building and Validation ASP RSPN USAID (August 2014 to October 2015)

Duties & Responsibilities Supervise all the assessment, capacity building and validation activities under the program in the Province, and deal with the policy level issues related to the three components of program.

Liaise and coordinate with the provincial government departments and CSOS in the province for undertaking assessment, capacity building and validation.

Liaise and coordinate with the CPA firms for activities under the said components.

Assist the provincial director in the preparation of capacity building plans and plans for assessment and validation.

Be part of strategic planning in the PPO and CPO for the preparation of work plans and other strategic plans.

Assist with building capacity of sub-recipients to respond to all requirements of sub awards and assess organizational development issues and training needs.

Act as Provincial Director in the absence of the Provincial Director.

Notable Accomplishments:

Preparation, review and approval of the BPPRA amendments act 2013,

Conducted the situation analysis of procurement in the Province.

Launched the BPPRA at provincial level

Conducted the research on PMU project management approach in the province.

Preparation, review and approval procurement rules 2014 in the province.

Preparation, design and arrangement of trainings on procurement across the province.

Conducted the validation of third-party assessment of watan card.

Nomination, and coordination of training participants with LUMs, IMS and IBA

(2) Acting Provincial Program Director (March 2013 to Dec 2013) ASP RSPN USAID

Duties & Responsibilities Lead the team and implement the program in the province regarding the assessment, capacity building and validation, coordination with CPO and liaison with Provincial Government.

Provide support in the need and gap assessment of the provincial departments

Preparation of capacity building plan and its implementation at provincial level

Provide support in establishment of BPPRA, framing of HR and procurement rules

Notable Accomplishments:

Preparation, review and approval of the BPPRA amendments act 2013,

Conducted the situation analysis of procurement in the Province.

Preparation, review and approval procurement rules 2014 in the province.

Preparation, design and arrangement of trainings on procurement across the province.

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(D)USAID-PAKISTAN READING PROJECT, BALOCHISTAN is implementing a 08-year Project aiming to improve the reading skills of children of Grade 1 & Grade 2 in Pakistan through

improving the quality of reading instruction and creating a culture of reading throughout Pakistan, and institutionalize the same skills in the provincial policy framework.

(1) Policy and System's Coordinator (USAID IRM Pakistan) (December 2013 to August 2014)

Duties & Responsibilities Lead the component, support the head of office in finalizing the work plan and implement at provincial level.

Aid the process with the provincial government and other stake holders to map and review the existing education policy frame work, especially around systems, reading instruction and assessment.

Support province in developing provincial policy "maps" that's assess alignments with other national and provincial policies, identify policy gaps, conflicts and inconsistencies with final decision or priorities made by the provincial government.

Work with the provincial Secretaries of education to provide support to sustain existing policy initiatives undertaken by TEP and facilitate development and implementation of new policies particularly in the areas of teacher's standards, compensation and accountability, and address the gaps.

Policy planning and implementation for education sector including HRIS, assessment and policy

Support the Head of Office in improvement of the capacity of the provincial and district officials to develop leadership, managerial and supervisory skills to effectively implement policies and regulations.

Work with local research institutes to undertake pilots and research to gauge differential impacts of policies on improving students and teacher's performance.

Coordinate the advisory and Steering Committee meetings and maintain the record

Notable Accomplishments:

Conducted the situational analysis of BEMIS and district offices.

Conducted situational Analysis of Provincial Education Assessment System (PEAS), Quetta, Balochistan, Pakistan.

Shared impact evaluation findings with Provincial Advisory and Steering Committee members in Balochistan region for advocacy strategies and impactful changes

Scanned the NEP 2009 developed the policy matrix consisting of 17 policies framework.

(2) Manager Assessment, Capacity Building and Validation ASP RSPN Funded by USAID (April 2011 till December 2013)

Duties & Responsibilities Supervise all the assessment, capacity building and validation activities under the program in the Province, and deal with the policy level issues related to the three components of program.

Liaise and coordinate with the provincial government departments and CSOS in the province for undertaking assessment, capacity building and validation.

Liaise and coordinate with the CPA firms for activities under the said components.

Assist the provincial director in the preparation of capacity building plans and plans for assessment and validation.

Be part of strategic planning in the PPO and CPO for the preparation of work plans and other strategic plans.

Assist with building capacity of sub-recipients to respond to all requirements of sub awards and assess organizational development issues and training needs.

Act as Provincial Director in the absence of the Provincial Director.

Notable Accomplishments:

Preparation, review and approval of the BPPRA amendments act 2013,

Conducted the situation analysis of procurement in the Province.

Launched the BPPRA at provincial level

Conducted the research on PMU project management approach in the province.

Preparation, review and approval procurement rules 2014 in the province.

Preparation, design and arrangement of trainings on procurement across the province.

Conducted the validation of third-party assessment of watan card.

Nomination, and coordination of training participants wit LUMs, IMS and IBA

(E) United Nation Development Program, Planning and Development Department, Government of Balochistan implemented "Assistance to Governance Reforms and Practices in Balochistan (AGRP-B)" from 2006 to 2010. UNDP/Pakistan provided technical, financial, and project management assistance to the Government. The Project support was targeted at institutionalization of Devolution and other Governance Reforms and citizen's participation in governance leading to improvements in public service delivery.

(1) Human Resource Development Specialist HRDS (UNDP-AGRP-B) (July 2009 till March 2011)

Duties & Responsibilities Identify the training needs of the project team and develop an annual training plan under the supervision of the National Project Manager and staff.

Implement and coordinate the annual training program in collaboration with other specialist cadre staff, line departments and LG institutions. Ensure coordination and implementation of all training programs.

Organize and coordinate all arrangements for training courses at the Academy for Rural Development, other leading training institutes of Pakistan and at districts, tehsils and UC level, on the job training of newly recruited staff, study tours and regional visits with consultant.

Identify different target groups for training program and make special arrangement for the training needs of women, elected representatives and employees of line agencies.

The HRDS was responsible for developing a strategy for ensuring that the program is accessible to the women in the project area and work on these issues with the female elected representatives and Female social organizers.

The HRDS would ensure the gradual transfer of the responsibilities that the project staff is undertaking to ensure the sustainability of project activities and a proper exit strategy of each of the main activities related to her/his component.

The HRDS would be responsible for identifying special policy issues related to his activities for research and analysis for drawing lessons for replication and sustainability of the systems that have been put in place.

Prepare the quarterly and annual work plans and progress reports, Initiate the recruitment and extension cases of the project staff, consultants and issue special services agreement. Being the project focal person played a vital role in the overall operational issues, administration and management of the project.

Notable Accomplishments: Participatory Information System- a combination of MIS and GIS systems implemented in four districts (Quetta, Gwadar, Qila Saifullah and Lasbela). Capacity Assessment Studies for GoB's Information Technology, Local Government & Rural Development, Social Welfare, Non-Formal Education and Women Development Finance Department (District Accounts Officers). Birth Registration Campaign in Gwadar Consultative Studies & Workshops on MDGs and E governance; Organizational Development of Local Government Department and Balochistan Rural Development Academy; and preparation of draft IT Policy of GoB

(F) National Commission for Human Development was created in July 2002, on the recommendation of the President's Task Force on Human Development, To promote Human Development by supporting government line departments, non-governmental organizations and elected officials at the district level in primary education, literacy, income generating activities and basic health care service.

(1) Hub General Manager Operation NCHD Loralai (January 2009 till July 2009)

Duties & Responsibilities Provide input in implementation plan of all programs, finalize the Budget, facilitate and guides DPOs in effective implementation of all programs at district level, resolve all operational issues and review weekly activities of the program

Liaison with district Government officials and elected representative and influential community members for effective implementation of NCHD programs

Conduct periodic stakeholders' analysis, ensure stakeholder buy in of NCHD program by encouraging their active participation.

Review the performance of CSOs, and facilitate their capacity building for improved performance.

Meet and hold discussion with employees visiting to HDSU from Head Office and provide date/information required at Head Office.

Monitor programs performance through analysis of monthly progress report and field visits and forward consolidated monthly progress reports with His/her analysis and recommendation to Head Office

Act as part of hiring team for all staff, conduct performance appraisal and identify the training needs of staff and forwards recommendations to HR/program Director

(2) Regional Program Officer (Capacity Development NCHD (September 2006 till April 2008)

Duties & Responsibilities Coordinate with respective District staff to ensure synchronized Monthly Work Plans and Monthly Training Plans, and assist in organizing and conducting Trainings on Planning & Budgeting, CCBs, and Zila Monitoring Committees (ZMCs)/Tehsil Monitoring Committees (TMCs) at all levels and monitor the trainings.

Assist DDPM of station district in the follow-up activities of P&B, CCBs and ZMCs/TMCs, conducting periodic coordination meetings with partners and other stake holders in the region of responsibility.

Assisting Head Office Capacity Development Program (CDP) team in developing Training Material, its pre testing, and implementation of the training cycle.

Providing support to district level staff of CDP on planning and implementation of interventions according to program design.

Monitor, evaluate and follow up on program activities and their implementation in the respective districts in accordance with guidelines provided from time to time.

(3) District Manager (Capacity Development) NCHD Pishin (Jan 2005 till September 2006)

Duties & Responsibilities Arrangement and preparation of training material according to program needs and approved plan, Acts as a master trainer in trainings on CCB, P&B and ZMC in his and satellite districts, and Follow-up of ZMCs and facilitation to them in acquiring reports and submission to the DCO for further action.

Keeps close liaison with government line departments, elected representatives and other NGOs.

Facilitates stake holders and CCBs in smooth running of CCB registration process.

Motivates the EDO F&P in making the budget on the new forms given in the Budget Rules 2003.

Motivates the District Nazim to form Zila Monitoring Committees.

Notable Accomplishments:

Completed the training on planning and budgeting, citizens community board, zila monitoring committee on annual basis in the region.

Issued the budget call letter for budget preparation.

Prepared the budget rules 2003 format, discussed in the BDC and approved from zila council.

Notified the monitoring committees and presented its quarterly report in the council.

Carried out the exclusive classification in the district.

Community mobilization and enhanced registration of CCBs.

(4) ICT Officer NCHD Pishin (April 2004 till Jan 2005)

Duties & Responsibilities ICT Officers are responsible for all the managerial, operational and academic activities of CTLC.

Ensure regular supplies of stationary, entertainment, logistics, and meeting other day to day requirements, maintain the records and Submit the reports to IT department,

Administer and supervised all the support staff at CTLC, ensured their attendance, evaluate their performance and report to the GM.

Make sure that the computer lab is working properly and the lab is properly functioning, hardware, software, Operating System and LAN is properly working.

Teaching and training of the curriculum to the learners. Identify and enroll and select the learners of admission, collecting their dues.

Notable Accomplishments:

Establishment of the learning center, mobilization, identification and selection of the learners, their registration in the course.

Development of the course and schedule of the classes.

Development of center SOPs, administration and management.

Consultant for SMART Pakistan for CLTS Project by UNICEF Pakistan (May 2008 to December 2008)

Duties & Responsibilities Be a core member of the recruitment committee for the project

Work planning and development of monthly, quarterly and end of project report

Design the Behavior Changes Communication strategy for the project and development of ICE Material for CLTS project

Carry out the TNA and organize the trainings for staff of the Project

Conduct the CLTS PRA and social mobilization in the community

Arrange, organize and manage the seminars, walks and mass awareness campaign for the project

Research and Analytical Skills

Having good understanding of different univariate, bivariate and multivariate statistic tools and hands on SPSS, AMOS and Smart PLS SEM, in addition to qualitative research studies.

Publications and Presentations

Career Management career success and employee's performance, the mediating role of career motivation, A dissertation submitted to Institute of Management Sciences, University of Balochistan, Quetta in partial fulfillment of the requirements for the degree of Master of Science in Management Sciences.

Employees satisfaction from grievance handling procedures in unionized and non-unionized organization: 3rd International Conference on Emerging Issues in Management & Economics, Quetta, Pakistan (2016).

PMU GoB evaluation approach, qualitative paper ready and to be published soon.

Impact evaluation of EPI five years project, presented the report to P&DD, the report is duly published.

The mediating role of LMX in the relationship of transformational leadership and OCB, paper ready and to be published soon.

Ostracism, employee's performance and façade of conformity, the mediating role of career motivation, *published*.

Ostracism, career success, relational climate, employee's performance and façade of conformity, the mediating role of organization identification, emotional exhaustion and career motivation, a moderated mediation model, A dissertation submitted to Institute of Management Sciences, University of Balochistan, Quetta in partial fulfillment of the requirements for the degree of Ph.D. in Management Sciences

Academic Qualification

Ph.D. in Management Science from IMS UoB Quetta

MS in Management Science from IMS UoB Quetta (2012-14)

MBA (Finance and HR) from IMS UoB Quetta (2001-03)

Training Experience

Since the start of my career, I am engaged in training and development of government officer, elected representative and community. I provided TOTs and trainings at National, Provincial and district level. I provided generic and specific trainings in the field of governance, community development, Gender, project management, water and sanitation, hygiene promotion, HR, communication, micro enterprise development and strategic management. I provided the trainings polio program to field staff, micro planning, vaccine and cold chain management, program monitoring and evaluation, data analysis and reporting.

Drafting Skills

Designed, conducted and drafted the impact assessment study on EPI five years project in Balochistan.

Member of core research team on PMU approach Government of Pakistan by ASP RSPN.

Member of the research team working on private sector engagement strategy for SDGs in Balochistan by UoB Quetta.

Core member of the assessment studies carried out by AGRP-B (UNDP)

Professional Development, Training and Workshops

Delivered 2 rounds of three days training on community led local governance policy to district officials at Pishin

Delivered three days training on values, governance and management and three days training on strategic planning exercise to CSO members at hernaee

Delivered three days training on Gender and development to CSO at Quetta.

Delivered sessions in the training on Public Procurement Rules 2014.

Delivered two days session on Behavior changes communication on WASH at Pishin organized by TIMES (RAHA UNDP)

Delivered a five days training workshop on concept of participatory development at Gwadar organized by AGRP-B.

Delivered 2 TOTs on CLTS (Community Led Total Sanitation) by UNICEF Quetta.

Provided 12 Two days capacity building training on Zila Monitoring Committees, delivered 12 three days training for EDOs/Dos on planning and budgeting and 12 five days trainings on CCB, project management and monitoring in my region.

Arranged and delivered training modules for budget DDOs in Pishin on P&B

Delivered training on CCB to village board arranged by SAP Pakistan

Delivered training modules in the training of the trainers (TOT) at Islamabad December 2005, Master Trainer at TOT on planning and budgeting, CCB and monitoring at Islamabad December 2006 and 2007

Attended five days TOT for master trainers on community led local governance policy at RDA Quetta.

Attended two days district coordinators induction training, three days bottom up planning, three days top down planning, and three days integration of top down and bottom up planning at RDA Quetta

Attended a five days TOT on procurement rules, attended a four days training on HR and Administration, five days training on Project Management and three days training on Procurement Management by LUMS Lahore.

Attended two days training on effective report writing, a three days training on Government Rules and three days training on third party validation by ASP RSPN.

Attended six days training on training techniques for trainers at PIM Karach

Attended five days training on Manual Development, and 6 days training on project planning management and proposal writing arranged by UNDP

Attended one workshops on Med with SMEDA.

Attended training on behavioral interviewing skills by NCHD at Islamabad

Attended one-week training on the UP curriculum of Microsoft with the collaboration of NCHD and Microsoft.

Attended training of trainers of one week at Islamabad arranged by NCHD

Attended the TOT of 23 days arranged by NCHD and DTCE with the collaboration of NCRD at Islamabad, which was on planning and budgeting, Monitoring and CCBs.

Proficiency of Languages

Well versed in English, Urdu and Pashtoo. (Written and spoken)
