

Mohammad Haris Shaiq –

Email: haris.khogyani@gmail.com Contact: +93766416722

Country: Afghanistan

Project Management/Data Analyst, BI Specialist

Dedicated Data Management and BI Specialist with over 9 years of experience in data analysis, management, and program implementation in humanitarian contexts. Proficient in statistical methodologies and data visualization, with a strong foundation in computer science and public health. Skilled in coordinating with diverse stakeholders and leveraging data-driven insights to enhance program effectiveness. Committed to continuous professional development, holding multiple relevant certifications and a Bachelor's degree in Computer Science. Fluent in English, Dari, and Pashto, with a proven ability to communicate complex data findings effectively.

Educational Background

Bachelor Degree Computer Science (B.C.S)

2015/Sept – 2019/Sept

Khurasan University, Nangarhar

IBM-Data Management Specialization

2025

IBM – Co

Healthcare Data Quality and Governance - Certificate

2025/July

University of UCDAVIS Health System (online)

2024/March Project Management Certificate
provided by: Cornerstone OnDemand
Foundation

2024/July-2024/Nov DHIS2 Certificate (HISP
University of Oslo)

2024/Sept Data Analysis Oracle SQL Certified
(Great-Learning)

2024/Aug Certificate of Project Management
Provided by Great Learning Academy.

2025/May Data Science (Data Preprocessing)
Great Learning Academy

Statistical Deep dive Analysis – Certification

2025 - IBM - Co

Job Experience

Date & Organization	Position	Job Description	Reason of Leaving
Feb/2025 – Progress BRAC International Organization	Information Management Manager (Global Affair of Canada)	<ul style="list-style-type: none">- To Ensure the AGE/ASLC EMIS application is updated Analyze and provides accurate reports on monthly basis- To Provide AGE/ASLC EMIS analysis report for BRAC Management team on monthly basis.- To assist the Management team for preparing and filling the reports for donor.- To regularly follow up and monitor the tasks, assigned for EMIS Officer.- Make Plan and follow up for the data collection purpose with the coordination of PNGOs.- Monitor and follow up the tasks which assigned to Partner NGOs EMIS Officer on monthly basis.- Provide advice and tips about data collection and data cleaning to Partner NGOS EMIS Officers.	Progress

<p>July/2024 – Feb/2025 (On site) Feb/2025 – Aug/2025 (Online)</p> <p>Mgtwell Consultancy</p>	<p>Data Analyst UNICEF – AFG (BPHS&EPHS)</p>	<ul style="list-style-type: none"> - Perform statistical analysis for BPHS & EPHS based on data collected from UNICEF-TPM. - Identify process improvements and recommend changes to management. - Prepare training sessions for Quality Assurance Specialists, MA Officers, and Senior Officers. - Maintain up-to-date knowledge of trends and best practices in Data Visualization and Data Analysis. - Develop and implement innovative applications that ensure compliance with UNICEF quality standards. - Prepare trend analyses for each indicator and create key insights and reports. - Review the implementation and efficiency of quality inspection systems. - Ensure that data collected is accurate, complete, and relevant to interventions, complying with UNICEF standards. - Conduct due diligence in reviewing data and reports from field monitors and MA Officers to ensure compliance with UNICEF requirements. - Ensure all quality assurance standards are incorporated into data collection, classification, analysis, and reporting for BPHS & EPHS indicators. 	<p>Project Based</p>
<p>March/2024 – July/2024</p> <p>Akram Zada International Group of Companies</p>	<p>Senior Business Intelligence Analyst</p>	<ul style="list-style-type: none"> - Gather and compile data from various sources. - Ensure data integrity and accuracy through validation and cleaning processes. - Analyze complex datasets to identify trends, patterns, and insights. - Utilize statistical methods to interpret data and provide actionable insights. - Create comprehensive reports and dashboards to present findings. - Use data visualization tools to effectively communicate results to stakeholders. - Work closely with cross-functional teams, including IT, marketing, and management, to understand data needs. - Collaborate with other analysts to ensure consistency and accuracy in data reporting. - Design and implement analytical tools and models to facilitate data analysis. - Automate data collection and reporting processes to improve efficiency. - Monitor key performance indicators (KPIs) to assess organizational performance. - Provide recommendations based on data findings to improve processes and outcomes. - Ensure compliance with data governance policies and best practices. - Maintain documentation related to data sources, methodologies, and analysis procedures. - Stay updated on industry trends and advancements in data analysis tools and techniques. - Continuously seek ways to enhance data analysis processes and methodologies. 	<p>Promotion Based</p>
<p>2023/Aug – Feb/2024</p> <p>Premiere Urgence International Organization</p>	<p>M&E/Data Officer (Mission Level)</p> <p>USAID, ECHO, NRC, WHO Projects</p>	<ul style="list-style-type: none"> - Create Databases for all Projects (BHA, ECHO, WHI, CDCS, UNOPS, AHF.Aapart) to analyze Data according to the Donor & Project Managers Requirement. - Provide Information Management services to support Monitoring activities within Sectors (Health, Nutrition, WASH and Food security). - Supporting in the design of reporting templates as per donors' requirements. - Support the office in the analysis of processed data, information and perform data quality & consistency control. - Support all regional offices and sub-bases on HMIS and Information Management System. - Support the coordination with HQ, external and internal partners on data and information 	<p>Promotion Based</p>

(PU-AMI)		<p>management efforts and mechanisms, including OFDA, ECHO, WHI.</p> <ul style="list-style-type: none"> - Follow up of missing reports with the relevant person, either cluster field supervisor, focal point or relevant other colleagues. - Provide technical support to data assistants in the all regions - S/He will keep close and regular contacts with MHPSS department, Trauma Department, Nutrition and SRH Department for their data availability, entry and presentation. - - Document needs and capacities for data management activities. - Provide technical and training support to operations. - Support assessments and situational analysis process with analytical frameworks, data collection, and analysis (standards, methodologies). 	
<p>2022/April – 2023/Aug</p> <p>Premiere Urgence International Organization (PU-AMI)</p>	<p>Program Data Officer (for East Region)</p>	<ul style="list-style-type: none"> - Create Databases for Every Projects to analyze Date according to the Donor & Project Managers Requirement (BHA, ECHO, WHI and BPRM Projects). - Collect/Receive Data From all Supervisors of All projects HF Staff (MHTs, TFUs) From all provinces of Afghanistan. - Support the office in the analysis of processed data, information and perform data quality & consistency control. - Provide Information Management services to support Monitoring activities within Sectors (Health, Nutrition, WASH and Food security). - Entry of Accurate Data to Databases of (PLW, PW, LW, Relatives, Accompanying), PSS in Nutrition, MHPSS. - Entry of Accurate Data to Database of FATP Nurse of TFUs and HF. - Analyze Daily Base Patients visits TFUs Based and MHTs Based. - Analyze, Integrate, Health Cluster and Create graphical form of Received Data to provide easily Decisions for PM and HQ Level. - Create monthly Reports of Community Awareness, Intake-Forms Reports, FATP Reports. - Create Reports of Daily Trainings. - Briefing of Raw Data Forms to All the MHPSS-Providers, MHPSS-Supervisors. - Controlling/Management of Stocks Related to the MHPSS Department. - Providing of All related files, Stationaries, Documents to PSS-Providers and PSS-Supervisors 	<p>Promotion to Country level Position</p>
<p>2020/ March - 2022/ April</p> <p>Ministry of Hajj and Religious Affairs</p>	<p>Data/Information Management Manager</p>	<ul style="list-style-type: none"> - Developed Databases for the Ministry using Asp.net/Ado.net Technology for All the Directorates. - Support to All provinces and direct Supervise all information management colleagues in provinces. - Receiving of Reports from 34 Provinces of Afghanistan - Manage large sets of data and ensure its accuracy and integrity across multiple sources. - Develop and maintain data management processes to ensure data consistency and quality. - Analyze data and provide insights to inform business decisions and strategy. - Work collaboratively with cross-functional team members to identify key data needs and requirements. 	<p>Promotion Based</p>

		<ul style="list-style-type: none"> - Create detailed reports, data visualizations, and dashboards to effectively communicate insights to stakeholders. - Continuously monitor and update data sources to ensure the most up-to-date information is being utilized. - Develop and maintain database systems to enable efficient data storage and retrieval. - Apply statistical and data mining techniques to identify trends and patterns in complex data sets. 	
2019/Jan - 2020/Feb Family Support and Welfare Organization (F.S.W.O)	GIS/MIS Senior Officer	<ul style="list-style-type: none"> - Creating and maintaining database standards and policies for Projects. - Supporting database design, creation, and testing activities - Managing the database availability and performance, including incident and problem management - Administering database objects to achieve optimum utilization - Defining and implementing event triggers that will alert on potential database performance or integrity issues - Performing database housekeeping, such as tuning, indexing, etc. - Monitoring usage, transaction volumes, response times, concurrency levels, etc. - Identifying reporting, and managing database security issues, audit trails, and forensics - Designing database backup, archiving, and storage strategy 	Promotion Based

Technical Skills

Software

Installation, Debugging, Microsoft office Suite 2016, Adobe GoLive, Hootsuite, WordPress, QuickBooks, Kobo ToolBox, Sphere Standards, ArcGIS

Operating System

Microsoft Windows, Mac OS, Linux, Android, iOS.

Network

Configuration, Servers, Routers, TCP/IP Socket, SQL, LAN Technology.

Graphic Designing

Photoshop, Corel-Draw, Premier, After Effect, Photo Shine, Adobe Creative Suites

General Skills

Communication

Teamwork

Leadership

Attention to Details

Problem Solving

Programming Language

Python, C++, Java, C#, VB, SQL Server

Web-Development

HTML, CSS, JavaScript, PHP, ASP.NET

Security

Virus Protection, Maintenance, Monitoring, Backup Management, Disaster Recovery

Hardware

Assembly, Maintenance, Peripherals, Printers, Drivers, Troubleshooting.

Languages

LANGUAGES	READING	SPEAKING	UNDERSTANDING	WRITING
-----------	---------	----------	---------------	---------

PUSHTO	Native	Native	Native	Native
Dari	Fluent	Fluent	Fluent	Fluent
English	Excellent	Excellent	Excellent	Excellent

Trainings

- 2007 Diploma in English Language (Azeraksh)
- 2011 Diploma in information technology from Faisal Institute of information technology.
- 2012 TOEFL (IBT preparation) in Afghan American Cambridge.
- 2012 6 Month International English Translator program in Afghan American Cambridge.
- 2019/Aug Data Management & Data Analysis (Using XLSforms, ODK Suit, KOBO Toolbox) Online Webinar
- 2022/Sept Certificate of Sphere Standard.
- 2020. Certificate of (Advanced D.B.M.S) online (Alison)
- 2021. Advanced Data-Management U.S Embassy Provided Training in ARG Afghanistan
- 2021 Complexity-Aware Monitoring. Online Webinar
- 2024 Data Analyzation (Qualitative & Quantitative) Python Online Certificate

Online Freelance Experience

Project	Type of Project	Date
ProCode Tailor MIS	Desktop Based Application (C# Ado.Net) SQL Server	2024/June
School Information Management (System + Inventory System + Student Biometric Attendance + Financial System)	Desktop Based Application (C#-ADO.net) + SQL Server	2020/2/15
Tariq Library System	Desktop Based Application (C#-ADO.net) + SQL Server	2020/4
Hospital Website	Web-based Application (ASP.net MVC5) + SQL Server	2021/Aug
Tailor MIS	Desktop Base Application	2019/Oct
Pharmacy System (Barcode Reader System)	Desktop Based Application	2021/April
Graphic Designing (Banner, Broachers, Social Media Contents, Roll-up, ID Cards)	CorelDraw + Adobe Illustrator + Photoshop	2022/Aug - Progress
HR Database Management System (PU International Organization)	VBA + Advanced Excel	2022 Sept
Beneficiaries Database Management system for Mental Health and Psycho-social Support Services	VBA + Advanced Excel + Power BI + Kobo Data Collection Tools	2023/Aug

Reference

- **FAZAL MOHAMMAD HUSSAINI:** Spokesman/Director of publication and awareness Dept. (Ministry of Hajj and Religious Affairs)
+93 79 730 5757 Email: fazalhosini@gmail.com
- **Mohammad Farooq Ahmadi:** Project Manager / Brac International Organization
+93794947720 Email: farooq.ahmadi@brac.net
- **Naseemullah Noori:** Regional HR Focal Point / PU-AMI
+93780092858 Email: jai.hr.off@premiere-urgence-afg.org