

## Curriculum Vitae of MD. MEHEDI HASAN



### Career Objective:

I am a progressive professional worker in the development sector with over 3 years of proven experience scholarly engaged with various projects in several organizations. In addition, I am holding a master's degree in Social Science with special concentration on Project Cycle Management, Public Policy Analysis, and Research Methodology. I am currently seeking **Project Management** related jobs that will allow me to take challenges and apply my analytical, technical, capacity building, team building, and communications skills.

### Education:

2012-2013 : Master of Social Sciences (**M.S.S.**), Public Administration, University of Dhaka.  
2008-2012 : Bachelor of Social Sciences (**B.S.S.**), Public Administration, University of Dhaka.

### Professional Experiences:

February 01, 2018 to Present	
Position held	: <b>Officer (Project Support and Coordination)</b>
Major Projects	<ul style="list-style-type: none"><li>- Baseline survey of EMP preparation of Matarbari USCCF Power Plant Project</li><li>- Dhaka - CTG - Cox's Bazaar Railway Project</li><li>- Dhaka - Joydevpur - Ishwardy Railway Project</li><li>- Environmental Master Plan Project (All over Bangladesh)</li></ul>
Organization	: <b>Sustainable Research and Consultancy (SRC) Ltd.</b>
	<ul style="list-style-type: none"><li>- To manage administrative, development, planning, and implementation policies, procedures and programs in support of the project;</li><li>- Expedite project implementation by maintaining liaison with government/non-government authority, local &amp; international agencies and other stakeholders;</li></ul>
Succinct responsibilities	<ul style="list-style-type: none"><li>- Review and check documents related with bid, contract and any other request received from project implementing agencies;</li><li>- Support to prepare presentation, event report, organizing meeting/seminar, internal events, programs &amp; field visit as and when necessary;</li><li>- Perform any other duties as may be assigned by the authority.</li></ul>
January 01, 2017 to January 31, 2018	
Position held	: <b>Field Investigator</b>
Major Projects	<ul style="list-style-type: none"><li>- Baseline survey of EMP preparation of Matarbari USCCF Power Plant Project</li><li>- Third Urban Governance &amp; Infrastructure Improvement Project (UGIIP-3)</li><li>- Environmental Master Plan Project (All over Bangladesh)</li><li>- Drainage Master Plan Project (16 Districts)</li></ul>
Organization	: <b>Sustainable Research and Consultancy (SRC) Ltd.</b>
	<ul style="list-style-type: none"><li>- Collaborating with customers, claimants, policyholders &amp; the local administration;</li><li>- Field visit as and when necessary;</li><li>- Organize and facilitate focus group discussion;</li></ul>
Succinct responsibilities	<ul style="list-style-type: none"><li>- Support in conducting EMP, social/baseline surveys as and when required;</li><li>- Assist in data collection, report preparation and further tasks as per instruction by the authorized management;</li><li>- Draft accurate and concise reports &amp; presentations based on all collected findings.</li></ul>
March 01, 2016 to September 30, 2016	
Position held	: <b>Research Associate</b>
Organization	: Human Development Research Centre (HDRC)

### Distinctive Attributes:

- Profound knowledge on MS Word, MS Excel, PowerPoint, Web Applications, Social Media, HTML, CSS, Oracle/My SQL, Java etc.
- Typing Bangla with Bijoy software
- Flexible to travel frequently
- Team Building Skills
- Ability to work under heavy pressure
- Enthusiastic to explore new places & cultures
- Adaptability with changes
- Well-disciplined & Punctual
- Goal Oriented Skills

### **Other Experiences & Voluntary Activities:**

- Worked as a **Research Associate** (Part Time) of **Center for Asia-Pacific Initiative (CAPI)** for the period of 05.04.2019 to 05.08.2019 on the **Piloting Phase** of SME base Comparative Study in Developing Country
- Worked as a **Coordinator** in the Social Action Project “ইচ্ছাপূরণ (Icchepuron)” under the **Active Citizens Youth Leadership Training program** of British Council, supported by **Democracywatch**. <http://www.dwatch-bd.org/ylp1.html>
- Conduct several field researches on Contemporary Local Government in Bangladesh, Politicization of Professionals, Migration Pattern in Dhaka city, and Corruption & Tadbir in Bureaucracy.
- Involved in organizing the festival entitled, "Bijoy-e Parbon-e" arranged by Utshe, marking 41st Victory Day of Bangladesh. <http://www.thedailystar.net/news-detail-261174>
- Founder member of the voluntary group “**Friends Society of Rangpur**” - <http://fsrbd.org/>
- Voluntary regular **Blood Donor** (26<sup>th</sup> times till now).

### **Training and Workshop:**

- A one-year **IT Diploma** in “Enterprise Systems Analysis & Design with J2EE” from “**Islamic Development Bank – Bangladesh Islamic Solidarity Educational Wakf (IsDB-BISEW)**”. <http://idb-bisew.org/>
- Participant of the Active Citizens Youth Leadership Training Programme of **British Council**, supported by Democracywatch. <https://www.britishcouncil.org/active-citizens>
- Attended the Climate Culture and Art Symposium 2018 for Youth in Bangladesh under the Gobeshona Young Researcher’s programme organized by **ICCCAD**. <http://art-symposium-4youth.icccad.net/>
- A Six (6) months training experience on Social Compliance and CSR Issues, organized by Institute of Apparel Research and Technology, (**BKMEA**). [http://www.bkmea.com/training\\_institute.html](http://www.bkmea.com/training_institute.html)

### **Personal Information:**

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Contact No : +880-1717-677451, +880-1918-629865  
E-mail : [mhshuvo29@gmail.com](mailto:mhshuvo29@gmail.com)  
Nationality : Bangladeshi by Birth  
Languages : Advanced Bangla, Fluent English and some understanding of Hindi.  
Passport No : BM0481157  
Blood group : O Positive

### **Distinction:**

2005 : Got a board scholarship for achieving Golden A<sup>+</sup>.

### **References:**

**Referee 1** **Abu Jubayer**, Director (Operation), Sustainable Research and Consultancy (SRC) Ltd. and Director (Operations), Center for Sustainability & Development, Stamford University Bangladesh, Dhaka.  
**Cell:** +8801711459532 **Email:** [jubayer.buet.bd@gmail.com](mailto:jubayer.buet.bd@gmail.com)

**Referee 2** **Md. Sultan Mahmud**, Senior Sector Specialist, IDP, BRAC, Baniachong, Habigonj.  
**Cell:** +8801730347653 **Email:** [sultan.mahmud@brac.net](mailto:sultan.mahmud@brac.net)

### **Acknowledgement:**

I, the undersigned hereby certify that, to the best of my knowledge and belief, above mentioned credentials correctly describe myself, and I will be liable for any feigned information.

**Md. Mehedi Hasan**

