**Mirajuddin S/O Booli Khan**

1. **Contact information** 

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1. **Personal Information**

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* Date of birth 4th February 1970
* Domicile Chitral
* Nationality Pakistani
* NIC number 15202-1596254-3
* Permanent Home Address Village and PO Booni Tehsil Mastuj District Chitral
* Postal Address AKHSP, Office Mountain Inn Chitral, KPK Pakistan

1. **Education**

* Diploma in development leadership in 2012 from Coady International Institute, St. Francis Xavier University, Nova Scotia, Canada. During Diploma course I did an independent research study titled as “Role of Community Midwives (CMWs) in improving maternal and Child health in developing countries”. I also studied Community Health and development and Health Impact assessment as major subjects during this course.
* Master of Education and development in 2008 from University of Malakand KPK, Pakistan. The major subjects are educational leadership and research techniques.
* Master of Philosophy (MPhil) in Chemistry in 1998 from Peshawar University, KPK, Pakistan. I did research study on locally available medicinal plant and isolated five compounds form locally available medicinal plant “Ammi Visnaga”.
* MSc-Chemistry in 1994 from Peshawar University KPK, Pakistan. Major area of study was organic Chemistry.
* Currently I am doing MBA from Virtual University, Pakistan and have almost completed three semesters out of four. Major area of study is Management.

1. **Summary of Experience**

* 12 years experience in project management specifically in Planning, Monitoring, Evaluation and Research
* Four years teaching experience
* Two year experience in Laboratory research with Environmental Planning and Management department Peshawar University

1. **Detail of Experiences**
2. **December 2008 to date**

**Manager Monitoring and Evaluation**

**Chitral Child Survival Program (CCSP) - Aga Khan Health Service, Pakistan**

I have been working with Chitral Child Survival Program Since December 2008. The Project aims at improving maternal and neonatal child health status in remote and isolated areas of District Chitral. During my association with this project I actively participate in developing MIS system and M&E framework for the project which include: developing tools, process and procedure for data collection, analysis, reporting and dissemination. I also facilitated the midterm evaluation process and worked with a team of international consultants during midterm evaluation of CCSP in 2011.

I have experience in developing operational plan, strategic plan and project implementation plan. During my association with AKHS,P I worked with Aga Khan Foundation Pakistan (AKF-P) in developing detail Implementation plan for CCSP and also have been involved in developing strategic plan for AKHS,P. Other key responsibilities/achievements include:

* **Monitoring and reporting:** For the last four and half years I have been doing progress monitoring of CCSP which include: supervision of data collection from CMWs, compilation of quarterly report and facilitating progress review exercise on the quarterly basis. Since December 2008 I have been involved in compilation of annual and biannual report for CCSP
* **Documentation:** I developed tools and mechanism to assess the quality of input, process and outcomes of the Community Midwifery training program and documented the whole 18 month training experiences. For the last four and half years I have been reviewing progress reports other donor funded projects of AKHS,P.
* **Surveys and research studies**: I worked witha technical team of National Institute of Population Studies (NIPS), Pakistan during the whole process of conducting baseline survey for CCSP in 2009 which include: reviewing survey tools; facilitating training for data collectors and supervising field data collection. I facilitated the process of operation research.
* **Dissemination of information:** I have experience in preparing presentation for donors, government officials, partner organizations and other stakeholders.
* **Strategy development:** Developed referral and supervision strategies for the CCSP
* **Project proposal:**  For the last four I have been actively involved in project proposal writing and I have written the first draft of the proposal for the following projects.
* Public Private Partnership with Government Health Department to strengthen Maternal and Child Health services at two rural health centers (Mastuj and THQ Garumchashama) in Chitral District of Khyber Pakhtunkhwa, Pakistan. (submitted to AKF (P) for further submission to PIDSA in 2010)
* Chitral Maternal and Newborn Health care Program (CMNHP) (submitted to AKF (P) for further submission to Research and Advocacy Fund in 2009)
* Improving Maternal and Child health status in seven remote Union Councils in Chitral district, Khyber Pakhtunkhwa, Pakistan (submitted to AKF (P) for further submission to French Ministry of Affairs in February 2012).

1. **2003—2008**

**Head MER Section (Assistant Manager)**

**Aga Khan Education Service Pakistan, Education Office Chitral**

**Key responsibilities**

* Developing operational plan for different program components
* Developing mechanism for monitoring activities and evaluating results at program level
* Developing tools for Monitoring, Evaluation and Research
* Reviewing progress at program level periodically and organizing progress reviewing session for staff in order to identify gaps between input and output and to modify the future plan based on identified gaps during reviewing sessions
* Writing proposal for projects and facilitating staff in writing proposal for research studies
* Identifying research areas, conducting field based research and facilitating staff in conducting research studies
* Documentation & Dissemination of Best Practices in order to inform different stakeholders about the success of the program
* Organizing seminars/ conference to share best practices

**Experience in Gender and Development**

* Developing tools for Gender assessment in the context of Educational development Program
* Development strategy for awareness and sensitization
* Developing progress indicator for gender sensitization at community level
* Development strategy for Gender mainstreaming at regional level
* Monitoring gender related activities and evaluation of results in the context of education
* Conducting research studies

**Experience in Documentation and completion of special assignments**

* Final Documentation of EC funded Northern Pakistan Educational Program (NPEP)

The purpose of this documentation was to prepare a comprehensive report on the overall success of the program in term of its impact on access to quality education, issues, challenges, and lessons learnt. I successfully completed the given task within given period of timeline.

* Completion of Port folio review exercise for Aga Khan Schools: I did portfolio review exercise for 51 schools of Aga Khan Education Service of Pakistan. The process was consists of review of each individual unit as well as overall organization from multi-dimensional perspective to facilitate AKES, P in setting the overall strategic direction of AK school system as well as to shape the final structure of repositioning of AK-System.
* **Development and Implementation of School Development Plan:** I successfully completed School development Plan for 51 schools. The purpose of developing this plan was to introduce more centralized approach in AKES, P by enabling and empowering teachers to take the key decision at school level. The process was consists of Planning at school level, implementation of plan, monitoring educational activities and evaluating educational outcomes.
* **Action Research Project:** Five school level teachers successfully completed action research under my supervision. The process was consists of organizing training for teachers to familiarize them with Action Research, field follow up visits to support teacher during actual research work and writing academic papers.

1. **2001—2003**

**Assistant Research Officer with Aga Khan Education Service Pakistan, Education Office Chitral**

**Key responsibilities**

**Students Assessment**

* Test tool development for student assessment
* Assessment of students
* Data analysis and writing descriptive report
* Conducting short courses in student assessment for teachers
* Reformation of examination system in AKES, P schools by introducing new assessment techniques.

1. **1997–2001**

**Lecturer in Chemistry at Central Science Degree College Peshawar Cantt.**

* Teaching of Chemistry subject at FSc level
* Facilitating students in performing practical work
* Developing tools for internal examinations
* Analyzing result and giving feedback to students and parents
* Supervising students in Hostel

1. 1995–1997

Research officer in Environmental Planning and Management Department University of Peshawar

**Key responsibilities**

* Laboratory research work
* Teaching research methodology to MSc level students
* Facilitating students in writing thesis

1. **Research Studies and surveys conducted**

* Role of Community Midwives in improving maternal and child health in developing countries; An independent study conducted at Coady international Institute Nova Scotia Canada during diploma study
* Facilitated baseline survey for Chitral Child Survival Program of Aga Khan Health Service, Pakistan in Chitral district, Pakistan.
* Facilitated formative research on community behavior towards birth preparedness and complication readiness in Chitral
* Study on analysis of process, achievement and lessons learnt of community based schooling experience in the context of Chitral.
* Study on causes of suicide among women in the context of Chitral
* Study on measuring students’ learning achievement level in Aga Khan Schools Chitral.
* Study on Process of Multigrade Teaching in Aga Khan School Chitral
* Study on measuring teachers content knowledge in Aga Khan Schools Chitral
* Study on rate of progression, drop out and causes of drop out in AK Schools Chitral
* Thesis in M. Phil: Worked on isolation and characterization of medicinal compounds coumarins from a locally available Medicinal plant *Ammi Visnaga.*
* Thesis in M. Sc.: Worked on isolation of a medicinal compound 8-0- *Acetyle Herpagide* from a plant Ajuga *Brecteosa*

1. **Workshop , courses, Seminar attended**

* Participated in Arusha group saving summit from October 4—7, 2011 in Arusha, Tanzania
* Attended two days workshop on qualitative data analysis from Professional development centre of Aga Khan University Chitral in 2007
* Three days workshop on proposal writing from SDPI Islamabad in 2007
* Two days workshop on strategic planning organized by NGORC in 2006
* Six day workshop on quantitative research from NGORC Karachi in 2005
* Six day workshop on gender development strategies from KZR in 2004
* Five day workshop on contextual counseling from AKES,P North in 2003
* Six day Workshop on student assessment form AKU- IED Karachi in 2002
* Ten days course on SPSS Computer program from EPM Islamabad in 2001
* Seven day workshop on environmental chemistry from Peshawar University in 1996
* Seven day workshop on Natural product from Peshawar University in 1996
* Six day workshop on Spectroscopic techniques from Peshawar University in 1995

1. Computer Skills

* MS Word
* MS Excel
* Power point
* SPSS
* Internet access
* In page

1. Languages

* English : can speak, read and write
* Urdu; can speak, read and write
* Pashto; can speak only
* Chitrali; can speak, read and write

1. References

1. Dr Zafar Ahmed General Manager

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2. Dr Qayyum Ali Noorani

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