# Zulfiqar Ali Shaikh

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## Education

• Master of Professional Studies in International Development (ID) 2007-2009

*Cornell University, Ithaca, NY, USA*

• Bachelor of Science (Honors) 2002-2006

*Lahore University of Management Sciences (LUMS), Pakistan*

Major in Economics; (concentration in Development Economics and minor in Mathematics)

Others: I have been a Fulbright Scholar, and also an *International Visitors Leadership program (IVLP)* fellow, through the U.S. State Department

## Professional Experience

Education Officer Dec 2014 – Aug 2015

UNICEF, Sindh, Pakistan

*The United Nations Children's Fund (UNICEF) is the main UN organization defending, promoting and protecting children's rights.* My main roles included:

• Collect and analyze data for situation analysis, program/project planning, management, monitoring and evaluation purposes, including for emergency situations

• Carry out the results-based implementation and monitoring in light of priorities as given in the Education related Annual and Multi-year workplans for effective programming in various districts of Sindh

• Support planning, costing, distribution and monitoring of UNICEF Supplies to government and IPs

• Undertake ongoing visits to UNICEF education related projects sites, assess local conditions and resources, and monitor UNICEF inputs

• Analyze program implementation reports and evaluate against established program recommendations and plans of action Contribute to education related technical meetings with Government counterparts, Donors, UN Agencies and civil society organizations

• Keep track of new developments in UNICEF, UNJP for Education and Government of Sindh’s policies, as well as opportunities to reassess technical needs and service delivery from UNICEF

Program Manager Nov 2011 – Dec 2014

Right To Play, Pakistan

Right To Play is a global organization (Headquartered in Toronto, Canada) which educates and empowers children and youth by using the transformative power of sport and play. It uses transformative power sport and play as a tool through which we work on *Building Peaceful Communities, Improving Health, Enhance Quality of Education, and overall positive child and youth development*. Internationally, we are working in 23 countries of the world, and in Pakistan reaching out to 16 districts, where over 180,000 children and youth (in KP, Sindh, & ICT) are regular beneficiaries.

Initially, worked as a Senior Program Officer for first 6 months, and was later promoted to the Program Manager for the entire Pakistan program. Following are the major roles I performed my duties upon:

- **Program Planning and Design**• Actively participate in devising the country strategic plans and contributing to Regional and HQ strategic planning; Design programs for the country-level implementation in line with the 5-year Strategic Plans of Right To Play; Design projects in line with the Country Program, and secure support for effective implementation; Develop concept papers and proposals as necessary for expansion of new programs and the continuation of existing program

**- Program Management** **and Implementation**

• Prepare Annual Operational Plans for field projects and ensure timely implementation; Initiate recommendation-based approach to project decision-making and present recommendations; Supervision and provision of programmatic support to district and provincial Project Coordinators; Ensure high quality training of staff, Coaches, leaders and key partners; Frequently undertake technical support visits to field offices; For effective delivery and expansion, strengthen systems at field offices, coordination, reporting, and knowledge management (for further sharing with donors and Headquarter team)

**- Partnerships, Communication and Advocacy**

• Identify key partners working in similar thematic areas and advance Right To Play’s cause through building formal linkages; Engage with key government departments and agencies for formal MoUs, linkages, and coordination; Ensure fulfillment of all necessary requirements for formal NOCs/partnerships at field level; Lead information exchange, resource sharing between projects; Lead (at Country Office) and support field teams to develop Communication materials and streamline flow of information for key partners, wider stakeholders, communities, and potential donors; Support Country Manager in Advocacy efforts at higher forums

**- Active Coordination with** **HQ team and Donors**

• Ensure coordination with key team heads and focal persons at various levels within and outside Right To Play; Regularly coordinate with Regional and especially Headquarter team in Canada for all program support, reporting, and follow ups on operational plans; Prepare, finalize, and ensure timely delivery of quality programmatic and financial reports to Donors (most prominent are UNICEF, Royal Norwegian Embassy, USAID and associated partners, NORAD, and others including CSRs); Ensure alignment of detailed financial reporting with program reports for full information sharing with donors, regional and HQ team; Assist Country Manager in providing input on strategic realignment, change targets (as and when required), finalizing country program summaries, bringing new partners and donors, and government liaison

Consultant Oct ’10 – Oct’ 11

**National Commission** **for Human Development** *Feb’11 – Oct’ 11*

*Consultant Projects:* Managing the Community Technology Learning Centers (CTLC) project; Writing technical proposals for potential partnerships, esp. with district governments and funding agencies; coordination with district support units (HDSUs) of NCHD; Liaison with local and international partners, and dissemination of information and data on MDGs, as well as CTLC; Support to the Chairperson on policy and other notes for high level meetings and workshops. Working with M&E unit on determining the progress made and gaps w.r.t. the Detailed Implementation Plans (DIPs) of various NCHD programs

**Pakistan Development** **Forum** Oct-Nov 2010

Part of the core Program Team of the Pakistan Development Forum 2010, organized by the Economic Affairs Division, GoP; Writing support material on thematic backgrounders for the Forum; Liaising with session-chairs and panelists, and providing facilitation in their talking points; and post-conference write-ups and reports.

Received Letter of Commendation from the Minister of State, EAD, for outstanding performance.

**Evaluation Study Oxfam-funded ‘We Can’ Campaign** Feb – Mar 2013

Designed, conducted and compiled final report for the evaluation of an Oxfam funded campaign: “We Can End Violence against Women Campaign”. The field work was done in various areas of Muzafargarrh and Jamshoro districts

Director Mar 2010- Aug 2010

*Punjab Education Foundation*

• Head the Regional Office Rawalpindi; Manage the programs in Rawalpindi (North) Region districts of Punjab Education Foundation the Rawalpindi Region, and directly report to the MD and DMDs (Ops and Fin)

• Monitor all the Programs and schemes of PEF under the Rawalpindi regional office, and initiate new ones

• Manage the financial aspects of the Programs and related logistic costs

• Representing the PEF in collaboration and meetings with the external partners and a number of related NGOs and Civil Society Organizations

• Coordination with a management and administrators of over 200 schools from 10 districts

• Policy input to higher management on effective utilization of the Continuous Professional Development Program (CPDP), and its other components (Teachers Trainings, School Leadership Programs, and others)

• Oversee the administration of the Regional Office, including procurement and HR issues.

• Reporting writing and assessment of new Appraisals from potential partners/grantees for the Board.

Management Executive Aug 2009 – Apr 2010

*Pakistan Poverty Alleviation Fund*

• Facilitating the Partner Organizations of PPAF for in their outreach in rural and semi-urban, and urban-based development initiatives.

• Conducting field visits and desk analysis for writing Appraisal and Monitoring reports on the proposals and ongoing projects of the partner organizations.

• Worked on the Project “Targeting Ultra Poor Project (TUP)” for a Sindh Based NGO working in coastal areas to create basic employment creation and building livestock and other assets, for rehabilitation of flood-effected population, esp. that of Thatta.

• Worked on the pilot project of Credit Information Bureau (CIB) initiated by Pakistan Microfinance Network

• Liaison with stakeholders for effective implementation of Program for Increasing Sustainable Microfinance (PRISM) to encourage the commercial and non-subsidized funding to MFIs.

• Identifying and supporting relevant training and skill development services for staff and community to enhance their entrepreneurial skill

• Conducted and supported social and economic impact surveys and analysis, mostly in collaboration with Pakistan Microfinance Network (PMN), and provided writing and analytical support for international reports

• Establishing and nurturing young partner organizations under microfinance Innovation and Outreach program (I&O), International Linkage Partners Initiative (ILPI), Young partners Development Initiative (YPDI)

• Unit representative for the Environment and Social Management Framework (ESMF) group of PPAF to strengthen the framework on environmental and social considerations and spillovers of the POs’ projects

Research Analyst Sep 2006 – Aug 2007

*Economic Affairs Division,* World Bank’s Public Sector Capacity Building Program

• Analyzed and evaluated donor-funded projects, program strategies and government policy on thematic areas of poverty reduction, equitable economic development, employment generation, enterprise development

• Worked on Aid Coordination and providing basic input on draft documentation of effectiveness of Official Development Assistance (ODA); Assisted in analysis and briefs for the working groups on Aid Effectiveness and Harmonization steered by EAD, under the guidelines from Paris Declaration; prepared policy briefs for the MoS

• Evaluation and recommendation on Area Development Projects of Asian Development Bank (ADB)’s portfolio in Pakistan

• Assessment of government’s Poverty Reduction Strategy Papers (PRSP), donor projects and their alignment with the targets set under the Millennium Development Goals (MDGs)

• Liaison with bilateral and multilateral donors, implementing government agencies, and diverse local and international NGOs;

• Supported the designing and management international conferences/forums including Pakistan Development Forum (PDF) 2007, and World Islamic Economic Forum (WIEF) as part of their core program teams

Board Member, *Jawaan Youth Foundation (Volunteer work)* June 2009 – Jun 2012

Established a youth group to conduct activities for promoting youth activism, volunteerism, and skill-imparting initiatives. Support programs on important international days to promote civic sense and hold events to involve youth and make them take responsibility and leadership roles for their societies. Hold various seminars and workshops on career counseling and available resources for funding and student loans

President, *LUMS Volunteer Society, Lahore* (Volunteer Work) June 2005 – May 2006

• Initiated, managed and delivered various community service projects for various external stakeholders

• Strengthened and established new collaborations with other development organizations (NGOs/INGOs)

• Primary level involvement at initial stages in relief activities for the 2005 Earthquake affected areas, fundraising, and later initiating community level projects (in Muzzafabad); also engaged in the RISEPAK project of LUMS for immediate on-ground data collection, analysis and need assessment; the data was to be utilized by many national and international donor agencies for further action plan.

• Started training and vocational education programs for student and LUMS staff.

• Represented the student community and advocated their interests to the university management

Field Research Consultant*, Collective for Social Science Research* **Aug 2005-Oct 2005**

• Conducted detailed field surveys on political, social and economic dynamics in Thatta, Sindh; Analyzed survey results gathers during field visits; Wrote reports and support material for the organization

Trainee, *Devolution Trust for Community Empowerment* - Jun 2004-Sept 2004

• Assisted in research work to the Chief Technical Advisor on governance issues; Analyzed the effectiveness of Citizen Community Boards (CCBs) establishment process

## Additional Skills / Certificates

• Proposal Writing and Appraisals

• ArcGIS Geographic Information Systems (GIS)

• Good at analysis and use of statistical softwares: SPSS, STATA

• Microsoft Office (especially in various functions of presentation, and analysis through MS Word, Excel, PPT)

• Excellent Communication Skills

**Certificates**

• **Climate Change Adaptability (CCA) & Disaster Risk Management (DRM)** from Asian Disaster Preparedness Center (ADPC)

• **Integrity & Ethics at Work** from Agora - UN System

• **Harmonized Approach to Cash Transfers (HACT)** from Assurance Team from UNICEF-HQ

• **Safe and Secure Approaches in Field Environment (SSAFE)** from UN's Department Security & Safety (UNDSS)

• **Strategic Program Planning** from Right To Play-Thailand RO

• **ArcGIS - Using ArcGIS for Spatial Geographic Information Systems from Cornell University**

## References

**- Mr Iqbal Ali Jatoi, Country Manager, Right To Play Pakistan OR Ms. Lala Rukh Rafi, Sr. Consultant**

Right To Play, Islamabad Office, 285A, St 4, F-10/4, Ph: 051-2214656; Cell: 0300-8500561; Cell: 00333-5136685

**- Ms. Shahla R Din, Education Specialist, UNICEF Pakistan**

UNICEF Sindh Office; Address: 41-D, St 42, PECH Block 6, Karachi; Ph: 021-34549525-28

**- Mr. Mohyuddin Wani**

**Principal Press Secretary to the Prime Minister;** ex-Secretary Punjab Information, Culture & Youth Deptt.; ex-Managing Director, Punjab Education Foundation

Prime Minister Secretariat Islamabad; Ph: (051) 9215531; Cell: 0320-9503422

**- Mr. Abdur Rauf Gandapur**

**Country Director Oxford Policy Management Limited**; Joint Secretary, and Project Director, EAD

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