**mUHAMMAD NASAR HAYAT**

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Date of Birth: January 27, 1970; Marital Status: Married

**PROFESSIONAL SKILLS**

* **Project Planning and Management:** Experience in the design and management of large development projects. Planned and implemented projects that address gender mainstreaming, governance, agriculture, and livelihoods related issues. Experience with USAID.
* **Gender and Development:** Over 5years of experience related to Gender Mainstreaming with UN agencies.
* **Diplomacy:** Over 10 years of experiencein international diplomacy, economic dialogue, foreign assistance management, and conflict resolution.

**EDUCATION**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2010 – Date Master of Law and Development**

University of Melbourne, Australia

**2006 – 2007 Master in Business Administration**

Preston University, Islamabad, Pakistan

**1989 – 1993 B.Sc. – Civil Engineering**

University of Engineering and Technology, Peshawar, Pakistan

**work experience**

**March 2010 to date**

**Research Assistant, the Asia Institute,**

University of Melbourne, Australia

The Asia Institute, through its undergraduate and postgraduate study programs, promotes study of the rich languages, intellectual, cultural, political and religious traditions of Asia and of the Islamic world and their contemporary manifestations. I work with the Director of the Institute as research assistant providing him assistance in the areas of Human Rights and Religious Freedoms in the Islamic countries.

**Sep 2009 to Dec 2009**

**Free Lance Consultant**

Canadian International Development Agency, Pakistan

CIDA Pakistan has a basic education Project that helps improve educational facilities in rural areas of Southern Punjab region of Pakistan. I worked as Gender Integration Specialist to impart gender integration training to district level officers to prepare gender responsive budgets. I also acted as the gender trainer during the leadership development sessions.

**May 2008 to Sep 2009**

**Economic Growth Specialist**

United States Agency for International Development, Pakistan

USAID is the foreign assistance arm of the United States Government. As a Program Management Specialist – Economic Growth, I manage a part of US$1 billion Economic Growth (EG) portfolio that focuses on economic policy reform, agriculture development, industrial competitiveness, trade, and energy. My main responsibilities include project design management, implementation, and monitoring and evaluation.

**Responsibilities**

* Advise USAID Mission management on Pakistan’s development including a wide range of economic, private sector, trade, agriculture, fiscal and financial reforms issues and their implications on bi-lateral assistance, U.S. Government interests and regional issues impacting Pakistan;
* Act as the Cognizant Technical Officer for various grants and contracts, manage significant, complex, and sensitive portions of the EG portfolio;
* Prepare policy papers, annual report documents, performance reports, briefing papers, concept papers, and other periodic documentation for the USAID Mission, USAID/Washington, State Department, and the US Congress;
* Draft technical documentation (RFAs, RFPs, SOWs, etc.) and analyses needed to develop strategy, obligate funds, and award grants and contracts;
* To ensure efficient use of resources and achieve targets with optimum use of resources;
* Serve as a member on various Technical Evaluation Committees, including those for proposal review and hiring personnel.

**Highlights**

* Conceptualized USAID supported agriculture and rural livelihoods development programme.
* Assisted in developing USAID sponsored Workforce Development Project.
* Designed and managed US$31 million targeted food subsidy project.
* Acted as the Mission Food for Peace Officer to liaison food aid to Pakistan.

**Dec 2007 to May 2008**

**National Project Manager**

Gender Based Governance Systems Project, UNDP, Pakistan

The Gender Based Governance Systems Project (GBG) addresses the capacity building of bureaucracy and the political leadership at all tiers of governance in a holistic manner. In doing so, it down-streams the capacity building on gendered planning of public servants and potential census enumerators from the provincial to the district, tehsil and union council level, as well as strengthen civil service training institutions, to compliment the earlier efforts made under the Gender Mainstreaming through Planning and Development. It also includes capacity building of Women Councillors and parliamentarians, gender sensitization of the District level political leadership as well as operationalization of Associations of Local Governments for inclusive development, to follow through the efforts made under some other previous initiatives. The development of an accountability framework anchored in the Planning and Development mechanisms, at the federal level, will integrate gender into its PME systems to monitor the policy implementation and compliance. My primary responsibilities entailed:

**Responsibilities**

* Manage the US$10 million project to produce desired results through effective managerial and technical inputs to dove-tail with the UNDP Country Programme;
* Lead the project team consisting of five provincial project managers towards achieving the project goals;
* Supervise and coordinate the Provincial Project Management Units based in all provincial capitals;
* Undertaking capacity assessments of potential partners and facilitating capacity development plans and activities;
* Preparation of the content of internal Standard Operating Procedures in Results Management;
* Ensuring efficient allocation and utilization of budgets; and
* Engage short term consultants and long term project professionals.

**July 2006 to Dec 2007**

**National Project Manager,**

Gender Mainstreaming in Planning and Development Project, UNDP, Pakistan

UNDP Gender Mainstreaming project implemented through the Planning and Development Division, Government of Pakistan aims to build the capacity of government officials to mainstream gender in (i) formulation, (ii) implementation, and (iii) monitoring and evaluation of government policies, plans, programmes and projects in all areas of development. As the National Project manager, i was responsible for planning and implementing all project initiatives.

**Responsibilities**

* Manage the US$10 million project to produce desired results through effective managerial and technical inputs to dove-tail with the UNDP Country Programme;
* Lead the project team consisting of five provincial project managers towards achieving the project goals;
* Supervise and coordinate the Provincial Project Management Units based in all provincial capitals;
* Undertaking governance assessment at the grass root level and design programs to address gaps.
* Assess capacity of potential partners and facilitating capacity development plans and activities;
* Assess capacity of civil society organizations and strengthen their capacity to actively support grass root democracy.
* Preparation of the content of internal Standard Operating Procedures in Results Management;
* Document lessons learned and codify knowledge generated on best practices in project and disseminate information in order to improve visibility and coverage of UNDP work;
* Consolidated project results and impact under the sub PMUs, reporting progress against strategic UNDP outputs; and
* Coordination and advocacy with donors for resource mobilization for project activities

**Highlights**

* Organized and coordinated an International Conference on Gender Mainstreaming in Planning and Development in Islamabad as well as numerous national consultative and dissemination conferences;
* Complied and Published the Bibliography of Gender Data in Pakistan;
* Imparted Gender Analysis Capacity Building trainings to over 4,000 government officers;
* Compiled Gender Sensitization Booklet for use by the Gender Practitioners, Government functionaries and Civil Society;
* Institutionalised the Gender Sensitisation modules in the training of civil servants;
* Coordinated number of workshops and training sessions for various government departments and relevant stake holders;

**January 2003 to June 2006**

**Deputy High Commissioner of Pakistan**

High Commission of Pakistan Male', Maldives

The High Commission of Pakistan in Male', Maldives is responsible for representing the Government of Pakistan in Maldives. As the Deputy High Commissioner, my responsibilities encompassed economic, political, and social liaison between the host country and the Government of Pakistan, guarding the political and economic interest of the Government of Pakistan and advising the Government of Pakistan on bi-lateral relations.

**Highlights**

* Led Tsunami relief and recovery operations in Maldives on behalf of the Government of Pakistan;
* Provided food aid to more than 10,000 Maldivians;
* Saved lives of 1,100 tourists visiting Maldives at the time of Tsunami;
* Coordinated with the UN agencies for recovery and rehabilitation of Tsunami affectees; and
* Doubled Pakistan’s Tsunami assistance to Maldives.

**June 2002 – January 2003**

**Acting High Commissioner,**

High Commission of Pakistan Male', Maldives

The High Commission of Pakistan in Male', Maldives is responsible for representing the Government of Pakistan in Maldives. As the Acting High Commissioner, my responsibilities encompassed economic, political, and social liaison between the host country and the Government of Pakistan, guarding the political and economic interest of the Government of Pakistan and advising the Government of Pakistan on bi-lateral relations.

**Highlights**

* Re-established the Pakistani High Commission in Male', Maldives;
* Created employment opportunities for the Pakistan national settled in Maldives;
* Increased imports of Pakistani goods in Maldives;
* Prepared detailed concept papers regarding the operations of the mission; and
* Established working relationship with political leadership within the government and outside the government.

**July 2001 – June 2002**

**Section Officer (Establishment)**

Ministry of Foreign Affairs, Pakistan

The Ministry of Foreign Affairs Islamabad employs about 2,500 staff members deployed in over 85 Missions all over the world. I was posted as Section Officer in the Personnel Division. My primary responsibilities included recruitment, promotion, deployment and retirement of staff, disciplinary proceedings and fixation of seniority, and preparation of budgetary estimates.

**Highlights**

* Restructuring of staff deployment to reduce Ministry’s expenditure;
* Postings and transfers of Ministry personnel for ensuring efficacy and efficiency of Ministry’s operations; and
* Formulated recruitment policies and rules.

**Jan 1998 – July 2001**

**Protocol Officer**

Ministry of Foreign Affairs, Pakistan

I worked as a Protocol Officer in the Ministry of Foreign Affairs and was responsible for planning and managing visits of heads of state and government dignitaries. My primary responsibilities included coordination with missions, security agencies, related government departments, and concerned embassies for managing these visits.

**Highlights**

* Coordinated and conducted 14 heads of state visits to Pakistan; and
* Planned and managed 11 visits of President and Prime Minister, Islamic Republic of Pakistan to numerous countries including United States, United Kingdom, China, India, Norway, etc.

**Oct 1996 – Jan 1998**

**Section Officer**

Ministry of Housing and Works, Islamabad, Pakistan

This Ministry of Housing and Works is responsible for policy formulation, development, management, maintenance, and construction of all federal buildings. The Ministry is actively involved in coordination of civil works, budget, fixation and recovery of rents from Government owned, hired and requisitioned buildings. My primary responsibilities as Section Officer included the hiring of office and residential accommodation, rendering policy advice to government agencies as well as allotment of ministerial residences.

**Highlights**

* Conducted policy analysis on National Housing Policy;
* Prepared white paper on policy for reducing expenditure on government accommodation; and
* Presented the white paper to the Ministry and the national Parliament.

**March 1995 – Nov 1995**

**Assistant Project Manager**

Rural Roads Construction Project, Ministry of Local Government and Rural Development, Pakistan

The Ministry of Local Government and Rural Development performs federal functions pertaining to local government institutions. The ministry is responsible for promotion of local government institutions, integrated rural development initiatives, coordination of foreign assistance and liaison with donor agencies. The Government of Japan provided assistance under the OECF for construction of rural roads to improve the Farm to Market access and to undertake the project a Project Management Unit was established at the federal level. I, as Assistant Project Manager, was responsible for coordination with donors and provincial PMUs.

**Highlights**

* Conducted study on impact of farm to market roads on the cross section of rural society with special reference to economic emancipation of disadvantaged sections;
* Conducted Cost-Benefit analysis of 1,300 kilometres of farm-to-market roads; and
* Established 4 PMUs in 4 provinces of Pakistan.

**TRAININGS AND CONFERENCES**

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| Aug 2008 | Cognizant Technical Officer Certification, USAID, Washington D.C., USA. |
| April 2009 | Programming Foreign Assistance, USAID, Pakistan |
| April 2009 | Environment Impact Assessment in Development Planning, USAID, Pakistan |
| April 2009 | Business Development Services, USAID, Jordan |
| May 2007 | Regional Conference on Gender Mainstreaming, Kuala Lumpur, Malaysia |
| May 2006 | South Asian Association for Regional Cooperation (SAARC) Women Entrepreneurs Conference |
| Sep 2005 | South Asian Association for Regional Cooperation (SAARC) Environment Ministers Conference |
| Nov 2005 | International Parliamentary Union (IPU) Seminar on Governance |
| Jul-Oct 1996 | Government Rules and Procedures on Management, Establishment Division, Islamabad. |
| Nov ’95-Jul ‘96 | Post Graduate Diploma from Civil Services Academy, Lahore, Pakistan. |

**REFERENCES**

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| **Ms. Amy Meyer**  USAID/Colombia  Bagota’, Colombia  E mail: [ameyer@usaid.gov](mailto:ameyer@usaid.gov); [kudzai99@yahoo.com](mailto:kudzai99@yahoo.com) | Prof Douglas Arner Professor of International Financial Systems  University of Hong Kong  Hong Kong  Email: [douglas.arner@hku.hk](mailto:douglas.arner@hku.hk) |