

**CURRICULUM VITAE**

***Personal Information*:**

Full name : Mohamad Ibrahim Ahmad

Date of birth: 15 November / 1983

Marital status: Married

Nationality: Syrian and I have valid Syrian passport, KRI Residency card , and Iraqi visa from Baghdad.

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***Education and Qualifications***:

* Bachelor Degree in English Literature from Alfurat University- Faculty of Arts and Humanities. 2008
* Master Degree in English Literature (Applied Linguistics ) from Damascus University. 2012.
* Computer Skills Degree from Syrian Computer and Information Association.

***Professional Experiences:***

1. Protection Project Manager for REACH-Iraq organization for 8 months, from 01-11-2019 till 30-06-2020.

**Duties and Responsibilities:**

* Working on 2 projects, one of ( Protection ): conducting vocational and life skills training, raising awareness campaigns, providing PSS activities to children and adults ,covering (host community, IDPs, and Refugees) in KRI inside and outside camps, in the urban areas of Erbil.
* Second project of distributing Hygiene kits to vulnerable host community, IDPs, and Refugee households, raising Hygiene awareness campaigns in IDPs camps .
* Managing and overseeing implementation of all protection activities, daily management of staff and project cycle management.
* Contributing to the development of and ensuring adherence to project work plans, spending plans and monitoring and evaluation plans.
* Providing direction to and monitoring of staff in their daily work and implementation of their assigned activities to ensure adherence to work plans and quality standards, supporting the protection team to set clear objectives and to undertake performance evaluations.
* Leading in the writing, compilation and editing of donor and internal reports related to all protection initiatives.
* Collaboration with REACH MEAL team to develop and adapt monitoring plans, tools and to ensure all monitoring activities are fully documented through systematic and timely data collection in-line with agreed means of verification.
* Developing and facilitating trainings and workshops for staff, IDPs, refugees communities and other stakeholders. Develop staff capacities on protection issues, participatory protection assessments and monitoring and inclusion of vulnerable groups though training, mentoring and coaching.

1. Senior Protection officer for DRC in Qayyarah Airstrip Emergency site, for 3 years, from 1-12-2016 till 31-10- 2019 .

**Duties and Responsibilities :**

* Recruitment, on-the-job training and mentoring, monitoring and supervision of camp-based protection staff, including, one Protection Officer , 4 protection Assistants, 8 Field Protection Monitors, 4 Recreational Activities Supervisors, 4 Life-skills Trainers, 4 Guards and 1 Cleaner;
* Identification and referral of protection cases, development and maintenance of Service Mapping for the Airstrip camp;
* Submission of weekly activity and protection monitoring reports as well as ad hoc flash reports on main protection issues;
* Chairing protection coordination meetings at camp level and liaison with protection-related actors in the Airstrip camp.
* Liaison with relevant public authorities and service providers in order to foster effective collaboration and encourage national interest and ownership in protection of IDPs and other persons of concern.
* Conducting capacity building training (Protection Mainstreaming, Protection and Humanitarian Principles ) for all NGOs staff working in the Airstrip camp.
* Conducting (I deal ) proogram training for (8) Recreational Activities facilitators, to facilitate the PSS sessions through (I deal ) program.
* Supporting in managing the budget for Qayyarah Protection project, as well as raising PRs.
* Acting as General Protection Monitoring Focal Point in the Airstrip camp.
* Acting as Project Manager for 6 months, due to the absence of the Project Manager, till the end of the project.

1. Translator officer For NGOs Coordination Committee (NccIraq) for 8 months, from 01-04-2016 till 30-11-2016 :(English, Arabic , Kurdish).

***Duties and Responsibilities*:**

* Participation in General Assembly Meeting as Interpreter.
* Translating Website and all documents of (NCCI).
* Participation in all Coordination meetings conducted by NCCIraq.
* Participation in Ninawa Sharing Information Forum meetings in Duhok on monthly basis.

1. Child protection Assistant for (Tdh) Italy for 8 months: from 16 April 2015- 31December2015.

***Duties and Responsibilities*:**

* Field visits to Child Friendly Spaces (CFS) and Child Protection Units inside Refugee Camps and Community collecting data, doing assessments, FGDs, raising awareness campaigns, in coordination with the mobile team in the field.
* Data Collection, document editing, providing logistic support, as well as translation and Interpretation.
* Participation in all Child Protection Trainings done by (Tdh) Italy as Translator.
* Translating all Reports and documents.
* Managing Complaint box, sharing complaints with project manager and (Tdh) Italy country director.
* Supporting in logistic affairs, purchasing materials, ..etc.

1. Referral Focal Point for Handicap International for 6months, from 01-11-2014 till 15-04-2015 :

***Duties and responsibilities:***

* Contacting households with specific need cases, for collecting data, referring cases to mobile team for field visits.
* Managing Handicap International hotline, as well as complaint box, in coordination with MEAL manager.
* Receiving Referrals from other partners, and refer them to relevant partners.
* Visiting camps with mobile team to collect data of cases with specific needs, referring them to Medical partners (ICRC, Helina Centre ,Layla Qasem Hospital, Rezgari Hospital).
* Managing data base of people with specific needs.

1. Deputy Camp Administrator in Basirma Camp for Syrian Refugees for one year: from 1-10- 2013- to 31-10-2014.

***Duties and responsibilities****:*

* Facilitating refugees’ affairs, and supporting them.
* Participating in Camp Coordination meetings on regular basis as camp Administration representative.
* Facilitating NGOs duties inside the camp, supporting them, in coordination and liaison with authorities inside the camp.
* Supervising camp representative team to do their duties to help people and respond to their needs.
* Coordination with Camp Management NGO.
* Coordination with NGOs working in the camp concerning recruitment process.
* Managing camp data base.

1. I worked as teacher of English at Tishreen Government Primary formal School in Kobani / Aleppo in Syria for 5 years: from 15-09- 2008 to 20-10- 2013.

Teaching English curriculum to students aged between 6- 12 years old.

***Trainings and Certificates:***

* International Human Rights Law Training online by Alison (lasted for 3 months).
* International Humanitarian Law training by Alison online.
* (Diploma in Project Management ) by Alison online.
* Project Management Training by (Ecornell ) online
* (Project Management Essentials Certificate) by Disaster Ready online.
* Child Protection Mainstreaming Training by Save The Children.
* Project Management Certificate from (Global Development Leaders Academy For Human Development ).
* MHPSS training Conducted by UNFPA
* TOT Certificate in (I deal ) program, by WARCHILD UK.
* TOT Certificate in (Youth Deal ) program by WARCHILD UK.
* Prevention of Sexual Exploitation and Abuse Course (online ) by UNHCR.
* HEAT Lit Training by DRC Organization.
* (Case management-child Protection and PSS) Trainings by (Tdh) Italy.
* Building a Better Response e-learning course Certificate from HUMANITARIAN ACADEMY AT HARVARD. (online)
* Protection Mainstreaming, Protection and Humanitarian Principles Training by DRC.
* First Responder Training by DRC.
* Training in Psychological First Aid For Children by DRC.
* Adolescent Girls Toolkit training Certificate by UNFPA.
* Child PSS training by Triangle Organization.
* Risk Education Training by Handicap International.
* Monitoring and Evaluation Training by Handicap International.
* PSS Training by Handicap International

***Language skills:***

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| --- | --- | --- | --- |
| **Languages** | **Speaking** | **Reading** | **Writing** |
| Kurdish: (Kurmanji+ Sorani)  (Mother Language) | Excellent | Excellent | Excellent |
| English | Excellent | Excellent | Excellent |
| Arabic | Excellent | Excellent | Excellent |
|  |  |  |  |
| Germany | Basics | Good | Good |

***Computer skills:***

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| --- | --- | --- | --- | --- |
| **Programs** | | **Good** | **Very good** | **Excellent** |
| Excel |  |  | Yes |
| Microsoft word |  |  | Yes |
| Windows |  |  | Yes |
| Internet |  |  | Yes |

***Other skills:***

* Skill in leading the team ,supervising and managing the staff.
* Good reporting
* Excellent communication skills
* Have good organizational skills
* Ability to work within the team and group.
* Ability to work under pressure.
* Available to work even during the week end if necessary.