



This form allows you to apply or express interest for Field positions in the General Service and National Professional categories, for Temporary Appointments in the Professional category, or for working under one of the affiliate schemes (UNOPS, Individual consultant or contractor, deployee, secondee, etc.).

Please complete the form carefully, answering all mandatory sections fully and as completely as possible.

Your Personal History Form will be reviewed in the near future, and you will be contacted if you are short-listed for an interview.

Note: Please do not contact UNHCR directly regarding the status of this application.

If you need assistance in completing this form, please contact UNHCR via the email address provided in the vacancy notice or liaise with your nearest UNHCR Office.

1. GENERAL INFORMATION (Mandatory to complete)

Last Name	Shakib		
Middle Name	Ehasan	Maiden Name	Shakib
First Name	Md.Amimul		

2. PERSONAL INFORMATION (Mandatory to complete)

Date of Birth (dd/mm/yyyy)	20/06/1987	Gender	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> No Selection
Marital Status	<input checked="" type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Common Law <input type="checkbox"/> Registered Partnership <input type="checkbox"/> Separated <input type="checkbox"/> Widowed		

3. CONTACT INFORMATION (Mandatory to complete)

Current Address			
Address	Ward No: 09, Post+Dist: Coxsbazar		
City	Coxsbazar, 4700		
Postal Code		Country	Bangladesh

Permanent Address			
Address	Word No:09, Post:- Coxsbazar,P/S+Dist:- Coxsbazar		
City	Coxsbazar		
Postal Code	4700	Country	Bangladesh

Preferred Contact Method	<input type="checkbox"/> Email <input checked="" type="checkbox"/> Phone <input type="checkbox"/> Post Mail
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4. PHONE NUMBERS (Mandatory to complete)

Type	Country Code	Telephone #	Ext.	Indicate which is Preferred
Home	880	1825687473		<input checked="" type="checkbox"/>
Business				<input type="checkbox"/>
Mobile	880	1753414710		<input type="checkbox"/>

5. EMAIL ADDRESSES (Mandatory to complete)

Type	Email Address	Indicate which is Preferred
Home	ehasanshakib@gmail.com	<input checked="" type="checkbox"/>
Business	shakibm@unhcr.org	<input type="checkbox"/>

6. NATIONALITY INFORMATION (Mandatory to complete)

NATIONALITY INFORMATION	Please list all COUNTRIES as applicable
Nationalities at Birth	Bangladesh
Current Nationalities	Bangladesh
Permanent Residency	Bangladesh

7. LETTER OF INTEREST (Mandatory to complete if applying for a specific vacancy announcement)	
Please indicate the position you are applying for	Data Management Associates
Please answer the following questions.	
<p>1. How have your achievements and operational experience to date prepared you for this position? Please refer to the job description and to the essential requirements therein. (1500 characters max)</p> <p>With a B.Sc in Computer Science and over 5 years' experience working in top IT related organization fiberathome Ltd , software development company OneICT Ltd. and humanitarian organization UNHCR, Cox'sbazar and working with various technology areas, software and databases giving me feel that I am quite prepared for this position. My current jobs required good knowledge of asylum seekers, refugees and persons of concern to UNHCR and the registration process of concern of UNHCR, SOP of various type of assistance. Now supporting the team for the collection of quantitative data related to asylum seekers, refugees and have good analytical thinking to make standard and ad-hoc reports form these collected data. ProGress technical support and on-site assistance experience along with training staff on these technologies. Planning and coordinating data collection methodologies and analysis. Strong knowledge of and experience in using advanced Excel and data analysis software, including proficiency with databases eg. MySql, MS Sql Server, Cassandra, MongoDB along with reporting tool Excel and have knowledge of Power BI vs SSRS. Data collection tools like ODK, Kobo experience also help me to prepared for this position. I excel at spearheading a full range of tasks related to data management while ensuring strict confidentiality and regulatory compliance.</p>	
<p>2. Please describe any skills and competencies you have, and which may be of particular relevance to this position. (1500 characters max)</p> <p>Data analysis, data mining, compile, aggregation skills in a large amount of data like Supply Chain System, Billing System, Collection System and varies data collection tools like ODK, Kobo. Good understanding of the principles of information management skill. GIS application skill eg.arcGIS. Ability to explain technical concepts in non-technical terminology. Ability to work under extreme pressure, on occasion in a highly stressful environment. Huge experience in information management functions. In-depth knowledge of current trends and emerging technologies in the field of information technology. Strong understanding of technical methods and tools which support data collection, transformation, storage, and delivery. I used RDBMS like MySQL, Oracle, SQL server and NoSQL database system Cassandra, MongoDB as my project databases. Knowledge in Common Operational Datasets (CODs) which provides a common framework that enables the joining and analysis of data from different sources. Coding Experienced for Supply Chain Management of Fiberathome Ltd. Requirement analysis for Billing System and Collection System Software of Fiberathome Ltd. Database Design for Chat Application in Cassandra DB of OneICT Ltd. An enthusiastic team player and deep creative thinker. Database Management, design, development.Installation, migration and upgrade of databases. Coding skill in PHP, Python, Node JS and IoT,Image Processing knowledge.</p>	
<p>3. How does this position align with your career aspirations? (1000 characters max)</p> <p>As you can see from my background, I have spent the past 5s years on software development and work on data analysis, data mining, compile, aggregation. Varies data collection tools like ODK, Kobo as well as Relation database management system like MySQL, Oracle, SQL server and NoSQL database system Cassandra, MongoDB Knowledge in Common Operational Datasets (CODs) During this time, I have enjoyed my work. so I am looking to specialize in the employment arena with a company like yours that has a large operation where I can show all my skill set.</p>	

8. WORK EXPERIENCE (Mandatory to complete, if any) For all work experience, please complete as much information as possible.				
Starting with your present position, list in REVERSE ORDER all employment you have had, using a separate block for each work experience. Also include service in the armed forces. Note any period during which you were not gainfully employed. Three blocks are provided; if you need more space, attach additional pages ensuring to give the same information requested here.				
Start Date (dd/mm/yyyy)	16/06/2019	End Date (dd/mm/yyyy)		<input checked="" type="checkbox"/> Full <input type="checkbox"/> Part-Time
Employer	UNHCR, Coxsbazar			<input checked="" type="checkbox"/> Check if ongoing
Job Title	Data Management Assistant			
Supervisor Name	Pintu Agrawal			
Type of Employment	<input checked="" type="checkbox"/> Employee <input type="checkbox"/> Consultant <input type="checkbox"/> Intern <input type="checkbox"/> Self-employed <input type="checkbox"/> UN Volunteer <input type="checkbox"/> Volunteer <input type="checkbox"/> Other			
If 'Other' please explain				
Type of Workers Supervised		# of Persons Supervised	12	
Supervisor e-mail	agrawal@unhcr.org		Supervisor Phone	1708367831
Ending Pay Rate Amount (Annual Net)	998572		Currency	BDT
Reason for Leaving	I am ready to explore a new trajectory on my career path.			
Description of duties (1200 characters max)	Support the collection of quantitative data related to asylum seekers, refugees and persons of concern to UNHCR. Contribute to data quality and integrity by following up quality control reports. Process and functions undertaken to achieve results. As per organization requirement field trips to project sites. Contribute to the preparation of reports and project documents by providing information, preparing tables and drafting routine correspondence and reports..			
Employer Address line 1	New Cottages, Motel Road, Cox's Bazar, Bangladeshss			
Address line 2				
Address line 3		Postal Code	4700s	
City	Coxsbazar	Country	Bangladesh	
Type of Business	<input type="checkbox"/> Governmental Organization <input type="checkbox"/> International Organization <input type="checkbox"/> Non-Governmental Organization <input checked="" type="checkbox"/> Private Sector <input type="checkbox"/> Other			
Is this UN Experience?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Grade (if applicable)	G4ss
			UN Index #	
Is this UNHCR experience?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		UNHCR MSRP ID	
Contract Type	<input type="checkbox"/> Fixed Term <input type="checkbox"/> Indefinite <input checked="" type="checkbox"/> Temporary Appointment <input type="checkbox"/> Other Arrangement			
If 'Other Arrangement' please indicate the Type of Arrangement (e.g. UN Volunteer, UNOPS ICA, Individual Consultant, Intern, ICMC, Danish Refugee Council etc.)				
Start Date (dd/mm/yyyy)	01/07/2018	End Date (dd/mm/yyyy)	05/11/2019	<input checked="" type="checkbox"/> Full <input type="checkbox"/> Part-Time
Employer	OnelCT Ltd.			<input type="checkbox"/> Check if ongoing
Job Title	Web Developer			
Supervisor Name	Sahadat Hossains			
Type of Employment	<input checked="" type="checkbox"/> Employee <input type="checkbox"/> Consultant <input type="checkbox"/> Intern <input type="checkbox"/> Self-employed <input type="checkbox"/> UN Volunteer <input type="checkbox"/> Volunteer <input type="checkbox"/> Other			
If 'Other' please explain				
Type of Workers Supervised		# of Persons Supervised	6ss	
Supervisor e-mail	sahadat.hossain@1-ict.com		Supervisor Phone	1751265677
Ending Pay Rate Amount (Annual Net)			Currency	
Reason for Leaving	New opportunity			

Description of duties (1200 characters max)	1. Compile, aggregate and analyze data, data modeling, Design and development of database systems. 2. Installation, migration and upgrade of databases. 3. Data analysis 4. Software development. 5. IoT based project development. 6. ODK/Kobo. 7. Server administrationss		
Employer Address line 1	8,9,10/3, Free School Street, CGDL Sonargaon Tower, Kathalagan, Dhaka - 1205s		
Address line 2			
Address line 3		Postal Code	1205s
City	Dhaka	Country	Bangladesh
Type of Business	<input type="checkbox"/> Governmental Organization <input type="checkbox"/> International Organization <input type="checkbox"/> Non-Governmental Organization <input checked="" type="checkbox"/> Private Sector <input type="checkbox"/> Other		
Is this UN Experience?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Grade (if applicable)	
		UN Index #	
Is this UNHCR experience?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	UNHCR MSRP ID	
Contract Type	<input checked="" type="checkbox"/> Fixed Term <input type="checkbox"/> Indefinite <input type="checkbox"/> Temporary Appointment <input type="checkbox"/> Other Arrangement		
If 'Other Arrangement' please indicate the Type of Arrangement (e.g. UN Volunteer, UNOPS ICA, Individual Consultant, Intern, ICMC, Danish Refugee Council etc.)			
Start Date (dd/mm/yyyy)	14/10/2014	End Date (dd/mm/yyyy)	30/06/2018
			<input checked="" type="checkbox"/> Full <input type="checkbox"/> Part-Time
Employer	Fiberathome Ltd.		<input type="checkbox"/> Check if ongoing
Job Title	Programmer		
Supervisor Name	Mohammad Anwar Hossain Bhuiyan		
Type of Employment	<input checked="" type="checkbox"/> Employee <input type="checkbox"/> Consultant <input type="checkbox"/> Intern <input type="checkbox"/> Self-employed <input type="checkbox"/> UN Volunteer <input type="checkbox"/> Volunteer <input type="checkbox"/> Other		
If 'Other' please explain			
Type of Workers Supervised		# of Persons Supervised	
Supervisor e-mail	anwar.bhuiyan@fiberathome.net		Supervisor Phone
Ending Pay Rate Amount (Annual Net)		Currency	
Reason for Leaving	New opportunitys		
Description of duties (1200 characters max)	Analysis of cross-border information,Database Design, Data Compile, aggregate and analyze for Supply Chain Management Software, Billing Software,Collection Software.		
Employer Address line 1	Fiberathome Ltd. House: 8/B, Road No: 01, Gulshan: 01		
Address line 2			
Address line 3		Postal Code	1000
City	Dhaka	Country	Bangladesh
Type of Business	<input type="checkbox"/> Governmental Organization <input type="checkbox"/> International Organization <input type="checkbox"/> Non-Governmental Organization <input checked="" type="checkbox"/> Private Sector <input type="checkbox"/> Other		
Is this UN Experience?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Grade (if applicable)	
		UN Index #	
Is this UNHCR experience?	<input type="checkbox"/> Yes <input type="checkbox"/> No	UNHCR MSRP ID	
Contract Type	<input checked="" type="checkbox"/> Fixed Term <input type="checkbox"/> Indefinite <input type="checkbox"/> Temporary Appointment <input type="checkbox"/> Other Arrangement		
If 'Other Arrangement' please indicate the Type of Arrangement (e.g. UN Volunteer, UNOPS ICA, Individual Consultant, Intern, ICMC, Danish Refugee Council etc.)			

9. SPECIALIZED TRAINING (if any)			
Course Title	LINUX Sys ADMIN		
School Name	BDNOG		
Country	Bangladesh		
Course Start Date (dd/mm/yyyy)	10/01/2016	End Date (dd/mm/yyyy)	10/07/2016
Topic area	Server management, Server Security, Mailing.		
Training Methodology	<input type="checkbox"/> Assessment <input type="checkbox"/> Blended Learning Programme <input type="checkbox"/> Mobile <input type="checkbox"/> Resource Material <input type="checkbox"/> Webinar <input type="checkbox"/> Webinar for Blended Learning <input checked="" type="checkbox"/> Workshop <input type="checkbox"/> Workshop for Blended Learning <input type="checkbox"/> Training Video <input type="checkbox"/> eLearning		
Course Description	<ul style="list-style-type: none"> Networking Fundamentals • Introduction to Linux • Scripting Basics Security Essentials SSH • DNS & DNSSEC • Database with MariaDB Web Service with Apache • Concept of Mail Protocols / Postfix PGP and Email Security • Courier IMAP/Dovecot Labs • Roundcube Lab SNMP • Network Monitoring with LibreNMS 		
Course Title	Advance Python 3 Programming		
School Name	BITM And LEADS Training & Consulting Ltd. jointly Organize this Training.		
Country	Bangladesh		
Course Start Date (dd/mm/yyyy)	02/03/2018	End Date (dd/mm/yyyy)	05/10/2018
Topic area	Python 3, Django web framework		
Training Methodology	<input checked="" type="checkbox"/> Assessment <input checked="" type="checkbox"/> Blended Learning Programme <input type="checkbox"/> Mobile <input type="checkbox"/> Resource Material <input type="checkbox"/> Webinar <input type="checkbox"/> Webinar for Blended Learning <input type="checkbox"/> Workshop <input type="checkbox"/> Workshop for Blended Learning <input type="checkbox"/> Training Video <input type="checkbox"/> eLearning		
Course Description	Basic Python Syntax , Language Components, Collections, Functions, Modules, Input and Output, implementing Classes and Objects.... OOP, Exceptions, Django		
10. EDUCATION (Mandatory to complete even if you have no formal education; if so, please indicate)			
<p>This space provides you with an opportunity to indicate that your academic credential or degree was obtained from an educational institution that is recognised or sanctioned by a competent national authority, included in the IAU/UNESCO list. When evaluating academic credentials of applicants, UNHCR is guided by the United Nations Educational, Scientific and Cultural Organization's (UNESCO) listing (referred to as the "UNESCO list - World Guide to Higher Education (WHED)") of higher education institutions recognized, and to determine the level of university degree conferred on candidates since the level of degrees is not always consistent across countries.</p> <p>Please CHECK THE SITE TO CONFIRM YOUR UNIVERSITY IS ACCREDITED. (website - www.whed.net)</p> <p>Note: You must indicate the main language used for 75% or more of your studies, for each education item you list.</p>			
Exact Title of Degree/Certificate	Bachelor of Science in Computer Science & Engineering		
Begin Date (dd/mm/yyyy)	10/03/2011	End Date (dd/mm/yyyy)	15/06/2015
Main Major or Topic	Algorithm, Programming, Networking		
Other Majors/Topics of Study	Mathematics, Physics, Chemistry, Networking		
Level	<input type="checkbox"/> Elementary School Completed <input type="checkbox"/> Some High School <input type="checkbox"/> High School Graduate <input checked="" type="checkbox"/> Bachelor <input type="checkbox"/> Masters Degree <input type="checkbox"/> No Formal Education <input type="checkbox"/> Other (please specify in Comments)		
Main language of your studies	English	Education Completed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
School Name	Dhaka University of Engineering and Technology, Gazipur.		
City	Gazipur	Country	Bangladesh
Comments			
Exact Title of Degree/Certificate	Diploma Engineering		
Begin Date (dd/mm/yyyy)	01/10/2004	End Date (dd/mm/yyyy)	10/12/2007

Main Major or Topic			
Other Majors/Topics of Study	Mathematics, Physics, Chemistry, Networking, Social Science		
Level	<input type="checkbox"/> Elementary School Completed <input type="checkbox"/> Some High School <input checked="" type="checkbox"/> High School Graduate <input type="checkbox"/> Bachelor <input type="checkbox"/> Masters Degree <input type="checkbox"/> No Formal Education <input type="checkbox"/> Other (please specify in Comments)		
Main language of your studies	Bangla	Education Completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
School Name	Chittagong Polytechnic Institute, Chittagong.		
City	Chittagong	Country	Bangladesh
Comments			
11. SKILLS (if any) List skills such as computer or technical programs, or other relevant functional ability.			
	Skill	Level (Low, Medium, or High)	# of Yrs
	MS Office	High	4
	Networking	Medium	
	Server	Medium	
12. LANGUAGES (Mandatory to complete)			
Indicate your proficiency levels for each language, including for your Mother Tongue. Proficiency levels are listed from A1 to C2, and are based on the Common European Framework of Reference for Languages; the website is below. https://www.eui.eu/Documents/ServicesAdmin/LanguageCentre/CEF.pdf		A1 (beginner) B1 (pre-intermediate) C1 (advanced)	A2 (basic) B2 (intermediate) C2 (proficient)
		Reading	Speaking
Mother Tongue Language	Bangla	C2	C2
2nd Language (if any)	English	C2	C1
(if applicable) Evaluation Date (dd/mm/yyyy)			
3rd Language (if any)	French		A1
(if applicable) Evaluation Date (dd/mm/yyyy)			
4th Language (if any)	Ruhingya		B2
(if applicable) Evaluation Date (dd/mm/yyyy)			
13. LICENSES AND CERTIFICATIONS (if any)			
Issue Date (dd/mm/yyyy)		Expiration Date (dd/mm/yyyy)	
Licence /Certification			
City		Country	
Is a renewal in progress?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Licence /Certification Number	
Issued By			
Issue Date (dd/mm/yyyy)		Expiration Date (dd/mm/yyyy)	
Licence /Certification			
City		Country	
Is a renewal in progress?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Licence /Certification Number	
Issued By			

14. THREE PROFESSIONAL REFERENCES (Mandatory to complete)								
A Professional reference is a recommendation from a person who can vouch for your qualifications for a job. This should not be the same person you listed as your supervisor for any of your work experiences.								
Reference #1 - Name	Nurul Kabir							
Title	Field Coordinator							
Employer	Partners in Health and Development(PHP)							
Phone	Country Code	Telephone #	Ext.					
	880	1819892410						
Email Address	kabirnurul76@gmail.com							
Address line 1	Ukhia , Cox'sbazar							
Address line 2								
Address line 3		Postal Code	4700					
City	Cox'sbazar	Country	Bangladesh					
Reference #2 - Name	Md.Kamrul Hasan							
Title	Referral Coordinator							
Employer	Partners in Health and Development(PHP)							
Phone	Country Code	Telephone #	Ext.					
	880	1815541860						
Email Address	hasankamrul0103.hk@gmail.com							
Address line 1	Ukhia , Cox'sbazar							
Address line 2								
Address line 3		Postal Code	4700					
City	Cox'sbazar	Country	Bangladesh					
Reference #3 - Name	Sumon Ahmed Sabir							
Title	Chief Technology Officer							
Employer	Fiber @ Home Ltd.							
Phone	Country Code	Telephone #	Ext.					
Email Address	sumon@fiberathome.net							
Address line 1								
Address line 2								
Address line 3		Postal Code						
City		Country						
15. QUESTIONNAIRE (Mandatory to complete)								
1. Are you now, or have you ever been, a permanent civil servant in your government's employ? If the answer is yes, please provide the dates below.								
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>From Date (dd/mm/yyyy)</td> <td></td> </tr> </table> <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>To Date (dd/mm/yyyy)</td> <td></td> </tr> </table>					From Date (dd/mm/yyyy)		To Date (dd/mm/yyyy)	
From Date (dd/mm/yyyy)								
To Date (dd/mm/yyyy)								
2. Have you ever been arrested, indicted or summoned in court as a defendant in a criminal proceeding, or convicted, fined or imprisoned for the violation of any law (excluding minor traffic violations)? If the answer is yes, please provide details below.								
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>Details</td> </tr> </table>					Details			
Details								
3. Have you ever been the subject of an investigation into allegations of misconduct?								
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No								
4. Have you ever been subject to disciplinary proceedings or measures?								
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No								
5. Would you accept employment for less than six months?								
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No								
6. Entry in United Nations service might require assignment to any area of the world in which United Nations might have responsibilities. Are there any limitations on your ability to engage in your prospective field of work? If yes, please add details below.								
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>Details</td> </tr> </table>					Details			
Details								