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# Rahul Rajput

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373 Sector 9.A, Saket Nagar (Near AIIMS Bhopal), Bhopal (M.P)-462024  
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## **Professional Summary**

An accomplished manager who takes pride in always maintaining a highly creative, efficient, and quality-driven atmosphere. Furthermore, well-trained individuals with extensive expertise in the social development and IT sectors, strong interpersonal contact skills, and the organizational acumen to ensure the success of any project.

## **Skills**

- ❑ Content development on various topics as per the need & requirements
- ❑ Strong presentation skills
- ❑ Analytical Thinker
- ❑ Accomplished Leader
- ❑ Advanced Research skills
- ❑ Capacity building for the various cadre of students and professionals in various development & skillsets
- ❑ Enthusiastic manager with a good communication skillset
- ❑ Community mobilization, strategic planning with distinguishing abilities.
- ❑ A continuous learner and keen to achieve further professional development.

## **Work History**

Capacity Building Consultant at Rajasthan State Health Assurance Agency (RSHAA), March 2020 to June 2023

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) – Jaipur (Raj.) later continued external agency contract with IQVIA.

- ❑ Engaging Beneficiary Facilitation Agency to Govt. healthcare institutions to upgrade the RMRS (Rajasthan Medicare Relief Society) funding.
- ❑ Regular monitoring and review meetings to improve the scheme and provide maximum benefits to the beneficiaries.
- ❑ Enhancement of existing communication channel regarding documentation at RSHAA
- ❑ Management of Grievance redressal portal at National & State level as SGNO (State Grievance Nodal officer) with RSHAA
- ❑ Management of IMPACT portal & RADAR portal of PM-JAY from Rajasthan state as Nodal officer
- ❑ PAN state handholding support to all the EHCPs for Ayushman Bharat Pradhanmantri Jan Aarogya Yojana (AB-PMJAY) as Ayushman Bharat Mahatma Gandhi Rajasthan Swasthya Bima Yojana (AB-MGRSBY)
- ❑ Pan state coordination for hospital empanelment afterward merger of BHAMASHA & AB-PMJAY as AB-MGRSBY (Ayushman Bharat Mahatma Gandhi Swasthya Bima Yojana)

- ❑ Capacity building of various level personnel till grass root level in the scheme
- ❑ Assisting RSHAA in empanelment of EHCP's with AB-MGRSBY (Ayushman Bharat Mahatma Gandhi Swasthya Bima Yojana) scheme in Rajasthan
- ❑ Assisting RSHAA in Monitoring & Evaluation of COVID-19 vaccine status
- ❑ Support for development of IEC in Rajasthan state regarding scheme with State IEC coordinator
- ❑ Supporting Rajasthan State Health Assurance Agency as and when required

Freelance Consultant, November 2018 to February 2020

### Freelance - Bhopal (M.P.) & Kanpur (U.P.)

- ❑ Entrepreneurship workshops with organizations like PSSCIVE & Pragyan Social welfare society
- ❑ Content development on Employability skills with PSSCIVE as PMU member for Vocational Education students
- ❑ Monitoring, reporting & Evaluation for Youth For Seva & Pragyan Social Welfare Society
- ❑ Data analysis, assistance for quality data & documentation for Youth For Seva & Pragyan Social Welfare Society
- ❑ Liaisoning of bureaucrats on various project for Pragyan Social Welfare Society
- ❑ Capacity building programs for Pragyan Social Welfare Society
- ❑ ICT development for Pragyan Social Welfare Society

Consultant (Skill Development), September 2017 to November 2018

### Lend-A-Hand, INDIA- Pune (Maharashtra)

- ❑ Technical assistance to PSS CIVE as Project Monitoring Unit member on Skill Development project for PAN INDIA
- ❑ Coordination between NCERT, CBSE & MHRD regarding Study materials for teachers as well as student under CDEC & NSQF cell at PSS CIVE
- ❑ Development of graphical presentation that will be printed in NCERT with the collaboration of PSS CIVE
- ❑ Training related to various instructions of education and skill development topics
- ❑ Composition with planning concepts for textbook material and information for PSS CIVE
- ❑ Layout development for Student as well as teacher's handbook which is developed under the directions of PSS CIVE
- ❑ Developing design briefs and presentation of final ideas and design for textbooks as well as ICT material for PSS CIVE
- ❑ PAN India coordination with Lend-A-Hand India team deployed at state level PMU.
- ❑ Assisting, monitoring, reporting, and supporting PSS CIVE & MP State level PMU on various aspects as well as on various stages regarding schemes, documentation, and follow-ups and data analysis
- ❑ Management of large amounts of data including facts & figures to obtain conclusions & suggestions from PMU side to PSS CIVE, State PMU & MHRD

Technical Consultant, September 2016 to September 2017

### CARE INDIA- Patna (Bihar)

- ❑ Technical assistance to MP ICDS for ISSNIP project for Common Application Software (CAS)
- ❑ Establishing compatibility with third-party software products by Training & capacity building at various levels.
- ❑ Prepared and presented technical support documents for all level users.
- ❑ Training and support to state & field staff regarding technological details and software related.

- Assisting in the monitoring and reporting on usage & understanding related to software through the dashboard as well as field visit.

District Coordinator (Project Axshay), January 2015 to April 2016

### Voluntary Health Association of India- New Delhi

- Supervise an internal team and other field staff
- Manage engagements with a multitude of stakeholders/partners engaged in a project.
- Administration, Monitoring, evaluation, supportive supervision with liasioning of bureaucrats for various project activities & financial system.
- Training & capacity building at various levels on health-related subjects including support in IEC development & distribution

Regional Coordinator (Zinc-ORS project), March 2013 to November 2014

### Madhya Pradesh Voluntary Health Association- Indore (M.P.)

- Supervise an internal team and other field staff.
- Manage engagements with a multitude of stakeholders/partners engaged in a project.
- Monitoring, evaluation, supportive supervision of field staff for various project activities & financial system
- Liasioning of bureaucrats for various project activities & financial system.
- Training & capacity building at various levels health-related subjects including support in IEC development & distribution.
- Administered, directed, and coordinated the activities of the agency.
- Jumped in to fill gaps for on-call rotation when necessary.

Regional Senior Executive – Graphics & VFX, November 2012 to February 2013

### Northern Lights Studio Pvt. Ltd. - Bhopal (M.P.)

- Designing & developing of graphics & visuals.
- Management of graphics & visuals database.
- Creation of motion graphics & 2D, 3D content for the concerned clients of the organization.
- Maintenance of database of clients & their details.
- Scriptwriting & thoughts creation according to the need of clients for the presentation & visuals monitoring & managing budgets & allocated resources
- Monitoring, evaluation documentation & research on project-related activities

Project Associate, January 2010 to October 2012

### Indian Institute of Technology - Kanpur (U.P.)

- Project administration assistance to PI.
- Media Library, Documentations & IT management.
- Preparation of reports on a weekly, monthly & quarterly basis as & when required
- Implementation of "Paperless Office "
- Development of 2D, 3D graphics, visual effects, modeling, animation, video & sound editing on web live courses to make the study easier for students through attractive content.
- Monitoring, evaluation & research on project-related activities.
- Identify & document lessons learn and good practice at all levels & circulate appropriately.
- Serve as the IEC link between the various components of the project
- Technical training on all project aspects to the beneficiaries

Senior graphics designer, May 2009 to January 2010

### Rama Dental College - Kanpur (U.P.)

- Presentation development on various topics for the lectures
- Creation of designs to study anatomy & physiology.
- Monitoring, evaluation documentation & research on project-related activities
- Support the public relations officer of the various beneficiaries as needed.

Graphics Designer & Developer, April 2007 to April 2009

### E-Xpert Media Lab - Kanpur (U.P.)

- Development of 2D & 3D content for various websites.
- Websites template development
- Content writeup of client's services for their websites

### Education

- **MBA- IT Management**, 2012- **Pinnacle School of Business and Management** (Distance Learning), **Mumbai** (Maharashtra)
- **M.Com – Management & Marketing**, 2011-**Chhatrapati Sahu Ji Maharaj University, Kanpur (U.P.)**
- **B.Com- Finance**, 2009-**VSSD PG College (Affiliated with CSJM University), Kanpur (U.P.)**

### Certifications

- **Certified Scrum Product Owner** from **Scrum Alliance** in September 2023
- **Certified Scrum Master** from **Scrum Alliance** in August 2023
- **Diploma Certificate in Management Development Program on Health Insurance** from ACCESS Health International
- Certificate in **Multimedia & Animation** from M.S.M.E., Kanpur (A Central Govt. Division).□
- Certified in **Diploma in Multimedia Animation and VFX** & specialized in VFX (compositing &Editing).□

### **Personal Information**

Date of Birth	-	08 <sup>th</sup> November 1988
Father's Name	-	Mr. Pradeep Rajput (Retired from Indian Air Force as SNCO present employment Secretariat of Governor, Raj Bhawan Bhopal)
Permanent Address	-	373 Sector 9.A, Saket Nagar (Near AIIMS Bhopal), Bhopal (M.P)-462024
Language Known	-	Hindi, English, Sindhi, Punjabi

Date: \_\_\_\_\_

(Rahul Rajput)

Place: \_\_\_\_\_