

Date:

From: Zainab "Ghulami"

To:

Vacancy Number:

Dear Sir/Guests user!

I wish to pursue my curriculum-vitae for your consideration for the master student.

I am a **BSC in public health** from Kabul Medical University The degree covers my different health topics for instance: **prevention of disease, Health promotion ,IMNCI**(integrated management of neonatal and childhood illnesses), **increasing life expectancy, Nutrition, behavioral science, Drug abuse, Mental health, Health management(strategies , Methods of making plan ,Analyzing of evolution and researches)**, **Global health, Environmental health, Epidemiology, Bio-statistics** and ... furthermore it covers **conducting health researches**, there for I am looking to develop special skills in these area and build a successful career and to help with people's health promotion. I am proficient in Dari, Pashto and English languages and know how to use various computer software for handling documents beside this I know how to use some statistical programs like CS-Pro, SPSS and STATA. Being attentive to details, I am able to studying in your institute and flexible, quick to pick up new skills and eager to learn from your education. Others highlight of my background that may be of interest to you ncludei:

- Analytical skills
- Communication and presentation skills
- Management specially health project management
- Interpersonal and conflict resolution skills
- Leading
- Honesty

I have attached my CV for more details and thanks you for giving me a chance for test and interview.

Thank you in advance to taking your time for looking up to my resume. Please feel free to contact me.

Sincerely yours,

Zainab "Ghulami"

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Education:

- Bachelor of Science (BSC) in Public Health from KUMS (Kabul University of Medical Sciences). 2019
- Diploma of English language from Kahkashan Educational Society. 2013
- Participated computer management and Office Automation (CMOA) training organized by USAID (USWDP) at Kabul Medical University.2016
- Diploma of computer from Wess institute.2017

Work experience:**Worked as a Data Collector/Surveyor Surgeon Trainer and Surgeon Survey in Cancer Controlling National Program at MOPH. (December 2019 to February 2020) .****Main Duties:**

- Confirm arrangements with facilities and Medical Directors prior to visits.
- Make initial contact with Health/Medical directors prior entering H.
- Interview surgeon and fill questionnaire.
- Ensure all completed questionnaires and tapes are collected and proper and properly labelled and stored.
- Review of all completed questionnaire to ensure clarity and accuracy.
- Keep daily summary record regarding activities of the data.

Research Team leader at Kabul University of Medical Sciences, 2018.**Main Duties:**

- Guide member of research team have to design a research.
- Guide member of team have to design a medical research questionnaire and collect datas.
- Guide member of team have to analyze raw data to intellectual datas.

I have conducted a research about evaluation of measles events in Sehad Tifle**Indragandi comprehensive health center (Chahar Rahy Masood) .2019****Main Duties:**

- I have conducted a research about amount of Measles events lower 5 years old children at Sehad Tifle Indragandi comprehensive health center (Chahar Rahy Masood) .2019

Post Campaign Monitor of Polio vaccine in FM Kabul city October 2018 – Mar 2021).**Main Duties:**

- Monitor and observe the targeted area and villages if the child vaccinated. □
Calculate the number of refusal cases at districts.

- Refer any child who were not vaccinated and was remained un vaccinated.
- Fill out the monitoring checklist and report it our direct supervisor.
- I did any other tasks which I assigned by my direct supervisor.

I have contracted as Social Worker of Sanayee Development Organization (Dasterkhan Milli) in Kabul province (17 Feb 2021 - 26 July 2021)

Main Duties:

- Creating council Gozar in picked districts.
- Creating of meetings at council with layers and representatives of people.
- Division of services for targeted people.
- Monitoring from all activities of creating council /gozar.

Post NIDs Monitoring of Polio Education initiative(PCM) and it going up to now!

- To check many targeted children lower 5 years old.
- Report them to coordinator of post monitor.
- Find all missing from targeted areas .

As surveyor of SC-ITLY PDM in save children from Nov 22,2021 to Dec 31,2021!

- Checking of targeted houses
- Fill special blank that arranged before survey
- Report them for manager of Save the children
- All datas entered in kobo

As Surveyor of SC-ITLY project End line ovulation OF Community Based Education in Dah Saba district, Kabul Province from 09, Feb 2022 to 29, Feb 2022.

- Interview with Hub schools
- Interview with teachers of hub schools and CBE schools.
- Evolution students from grade 3 and 6.
- Data inter in Tablets.
- Survey by calling too converged samples.

As Enumerator 's project from Baseline to improved Access to Quality and Inclusive Education for Marginalized children in Bagrami district, Kabul province from March 24, 2022 to April 10,2022.

- Interview with seven students and with their families in each targeted class too.
- Interview with each teacher from targeted class.
- Interview with each principle of targeted school /Religious leaders/Deputy of Shura.

Language Skills:

Languages	Speaking	Reading	Writing	Understanding
Dari	Native	Native	Native	Native
Pashto	Good	excellent	excellent	Very Good
English	excellent	excellent	excellent	excellent

Computer Skills:

- MS Windows
- MS Office package.
- Analytic programs, CS-Pro, STATA and SPSS.
- Excellent typing speed in both foreign and local languages.
- Internet.

References:

- Dr. Hakim Sadiq Managers at FM / PCM in Sehad Tifle Indragandi health Hospital
- Cell : +93782226976
- Email address: sadiqm@who.int
- *Dr. Sayed Ikram Hashimi , Ahmad Rashad Wajed managers at Cancer Controlling National Program at MOPH*
- *Contact: +93783843519/+93797738348*
- Dr.Ajmal Sabawoon , Chief of Public Health Faculty, KUMS, Kabul Afghanistan
- Cell: +93 774050818
- Email address: sabawoonajmal@gmail.com
- Sherullah Safi package manager of district 14 in SDO
- Contact: 0093787191400
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- Ziaholltain Khaliqyar responsible of SC-ITLY PDM team
- Contact:(+93) 786863030
- Engineer Abdul Hadi Afzalzada district officer in 9 and 16 at PCM
- Hadi.amran@gmail.com
- Contact :(+93) 705984069
- Jabar Azhari Head section or Supervisor of SC-ITLY Project End line evolution
- Contact (+93) 798026353
- Abdul Wadod Adeep supervisor / coordinator of baseline evolution
- Contact :+93728972916