

RÉSUMÉ

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Role Profile:

Forty (40) years of work experience as a Project Manager or Technical Specialists or Independent Consultant gave me a diverse range of knowledge, skills and expertise in child protection, disaster response, governance & decentralization, advocacy & lobbying, government relations, policy review, research and studies, training design & delivery-related tasks.

Education:

Master of Social Sciences (MSS)

University of Dhaka, Bangladesh, 1982

Master of Business Administration (MBA)

Darul Ihsan University, Bangladesh, 2011

Donor Experience:

Worked as Project Manager/Technical Specialist for various projects funded by UNDP, ADB, WB, GIZ, JICA, SIDA, NORAD, AusAID and USAID.

Worked as Consultant of UNICEF, UNDP, World Bank, Save the Children Sweden, Handicap International, Save the Children International, Childreach International UK, Plan International Bangladesh, Oxfam, International Commission of Jurists, Plan International Myanmar and IC Net Japan and KRC-Japan.

Skills Highlights:

- Project management
- Interpersonal skills
- Time Management
- Analytical skills
- Strategic Thinking
- Technical skills
- Creative design
- Communication
- Research
- Adaptability
- Service-focused
- Leadership

Publications:

- 1) [“The Convention on the Rights of the Children with Disabilities: A Study on Bangladesh Compliance”](#), National Human Rights Commission, Bangladesh.
- 2) [“Decentralized Local Government Planning in Myanmar”](#), Plan International Myanmar.
- 3) [“Mainstreaming Disaster Risk Reduction and Climate Change Adaptation, Response and Resilience: A Story of Partnership and Participation”](#) UNDP
- 4) [“National Plan for Disaster Management 2016-20”](#), Ministry of Disaster Management and Relief.
- 5) [“Standing Orders on Disaster \(SOD\) 2019”](#), Ministry of Disaster Management and Relief.

References:

Mr. Akira Munakata, Senior Advisor, JICA,

Munakata.akira@jica.go.jp

Mr. Ikeda Kenzo, Director, IC Net, Japan,

ikeda.kenzo@icnet.co.jp

Mr. Kamal Hossain, PM, UNDP-Bangladesh

kamal.hossain@undp.org

Mr. Azizur Rahman Siddique, DTL,UGDP-JICA,

lgspl-lic@hotmail.com



Experience in Program Management:

Upazila Governance and Development project, LGD-JICA

Capacity Development Expert [4/2018 – to present]: Lead the Capacity Development Component of “Upazila Governance and Development Project” (a) Design and conducted capacity development programs for the Transferred Line Departments (TLD) at Upazila and elected representatives (b) Conduct annual performance review and (c) Assess Capacity Development Sub Projects (4) Training on online Performance Assessment of LGIs.

Project Management Expert : [12/2016-5/2017]: JICA special assistance for project implementation (SAPI) for project start-up activities like staff recruitment, design and Implement training for the staff and selected Upazila Parishad Officials.

Local Governance Expert: [12/2015-5/2016]: JICA special assistance for project implementation (SAPI) for the preparation of the Project Operational Guidelines for “Upazila Governance and Development Project”.

UNDP Bangladesh: Comprehensive Disaster Management Programme (CDMP II) Organizational Development Specialist, March 2013 – December 2015

Managed a portfolio of 10 million \$ for Mainstreaming DRR & CCA in Programmes and plans of the Government of Bangladesh. Provided policy-level advice to the key Ministries in the development of institutional, and policy frameworks for Mainstreaming DRR & CCA in Programmes and plans.

Ministry of Social Welfare, Government of Bangladesh

Child Protection Policy Specialist, August, 2012 - March, 2013

Developed Operational Manual for Integrated Child Protection Service Centre and Manual for Standard of Care for at risk children for the Department of Social Service (DSS), Social Welfare Ministry Project funded by the World Bank.

AHT Group Germany: Rural Infrastructure Improvement Project (RIIP2), LGED Senior Local Governance Specialist, August 2008 August 2011

Program Management & Oversight and Coordination and monitor activities to attain specific results under the Good Governance program area, throughout the project cycle regularly monitor and review project implementation to ensure compliance and timely reporting. Provide strategic direction to the Local Government Institutions (LGIs) in Bangladesh under Second Rural Infrastructure Improvement Project (RIIP2) of LGED in 23 districts.

Save the Children Australia, Bangladesh Country Programme

Head of Program Operations, March 2003-July 2008

Backstopping support to Project Managers in managing contracts, procurement of logistics, funding, staff management and development including performance management of direct reports, supervision, coaching and mentoring and also the performance of partner NGOs project personnel.

UNDP Bangladesh: Sirajganj Local Government Fund Project, LGD

Upazila Project Coordinator, July 2000- March 2003

Supported the Local Government Division in designing, applying participatory resource-based planning, and implementing of development schemes.

Save the Children Australia, Bangladesh NGO Partnership Programme

Project Coordinator Partnership, June 1990- June 2000

Managed the operation of partnership projects with local NOGs and Community-Based Organizations to build the capacity to operate projects/programs to promote child rights.

Hifab International AB Sweden

Socio Economist, Counterpart Coordinator, December 1988- June 1990

Provided technical assistance to the Productive Employment Project of RESP in landless group formation, Training and Income generation project planning, management and microfinancing.

Family Planning Association of Bangladesh

Assistant Project Officer, December 1983- December 1988

Managed the operation of health and population projects in urban slam areas and community-based health interventions, and youth mobilization for population programs.



Experience in Consultancies (Self Employed):

International Assignments

1. **International Commission of Jurists (03/2019):** Designed & facilitated training on CRC under the Denmark-Myanmar Programme on Rule of Law and Human Rights for the Law Faculty of Dagon and East Yangon Universities in Myanmar.
2. **Plan International, Myanmar (05/2016):** Conducted a study on “Building Disaster and Climate Risk-Informed Decentralized Local Government Planning in Myanmar,” for BRACED Alliance Myanmar as Team Leader.

Research & Studies

- 1) **Oxfam- Bangladesh (2017):** Conducted Baseline survey of Project Direct under Resilience through Economic Empowerment Climate Adaptation Leadership and Learning (REE-CALL) Project.
- 2) **Handicap International (2016):** Study on the national policies on rehabilitation and health; mapping ongoing policy dialogue/reform initiatives to identify gaps in the inclusion of PWDs.
- 3) **Islamic Relief and Christian Aid (2016):** Conducted a study on "Scoping on Priorities of Sendai Framework for DRR for 2016-2030.
- 4) **Plan International & Save the Children (2016):** Conducted Needs Assessment for the Urban Resilience Project in Dhaka City.
- 5) **UNDP Bangladesh: (2012)** Conducted "UN Convention on the Rights of Persons with Disabilities (UNCRPD): A Study on Bangladesh Compliance" for the National Human Rights Commission of Bangladesh.
- 6) **Childreach International UK (02/2012):** Conducted Mid-Term Evaluation of the “Community-Based Prevention of Child Trafficking” Project in the Border Areas of Bangladesh”.
- 7) **UNDP Bangladesh: (2011)** conducted a Situation Analysis of the person with disabilities in Gazipur, UPPR project.
- 8) **Save the Children International (2012):** Evaluated Early Childhood Care & Development ECCD Project for marginal children.
- 9) **Save the Children International (2012):** Conducted Child Rights Situation of the children in a brothel.
- 10) **Save the Children International (2012):** Conducted a study on the protection of Humiliating punishment in govt. primary schools in Chittagong City Corporation, Project Evaluation & Case Studies.
- 11) **Save the Children Sweden (2000):** Situation Analysis of children with disabilities in Bangladesh complies with the provisions of Article 23 of the UNCRC.
- 12) **UNICEF Bangladesh (2011):** Study on programs for Child Protection & Adolescents in Bangladesh, Ministry of Women and Children Affairs (MOWCA).
- 13) **The World Bank Small Grants Program (2000):** Situation Analysis of Elected Female Members of LGIs.
- 14) **Netherland Embassy (2011):** Evaluated technical proposals on social protection for the Char Development Settlement Project (CDSP IV) of the Bangladesh Water Development Board.
- 15) **The World Bank Small Grants Program (2000):** Situation Analysis of Elected Female Members of LGIs in 11 Upazilas of Tangail Districts.
- 16) **Save the Children Sweden (2000):** Situation Analysis of children with disabilities in Bangladesh in compliance with the provisions of Article 23 of the UNCRC.

Training Design & Delivery

- 1) **UNDP Bangladesh- (2020):** National Consultant-Training Specialist prepared Training Module for the localization of SDGs in Bangladesh. Client: The General Economics Division (GED) of the Bangladesh Planning Commission.
- 2) **IC Net Limited, Japan (2017):** Facilitated TOT for the NILG Faculties under the Strengthening Pourashava Governance Project (SPGP) of the Local Government Division.
- 3) **Save the Children International (2012):** Developed Manual for Local Government service delivery for the migrated children, Link Project of EU.
- 4) **The World Bank (2012):** Developed a Training module and manual for the Second Local Governance Support Project (LGSP-II).
- 5) **UNDP Bangladesh (2012):** Conducted Capacity Needs Assessment of the professionals of the Directorate of Relief and Rehabilitation (DRR), for Early Recovery Facility Project.
- 6) **UNICEF Bangladesh (2007):** Developed Manual for Basic Training on Child Rights for the Birth Registration Task Force of the Government.

Policy Papers/Guidelines

- 1) **KKS -NGO (2021):** Developed (i) Strategic Plan (2021-2030) and (ii) Child Protection Policy, (iii) Anti-Fraud Policy for Karmojibi Kallayan Sangstha (KKS), a Local NGO in Bangladesh.
- 2) **UNDP Bangladesh (2018):** Revised and Updated the Standing Orders on Disaster, for the Ministry of Disaster Management and Relief.
- 3) **UNDP Bangladesh (2016):** Updated the National Plan for Disaster Management (NPDm) 2016-20 for the Ministry of Disaster Management and Relief.
- 4) **The World Bank (2016):** Developed Operation Manual for the third Local Governance Support Project (LGSP-III).

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