

CURRICULUM VITA



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Academic Details

Bachelor of Arts Education	1995	J&K Board of School
Masters in Economics	1999	P.G Department of Economics University of Kashmir.
Bachelor of Education	2002	Centre for Distance Education, University of Kashmir.

Technical Qualification

- Diploma in Computer Applications through Computer Services Group, near NIT Hazratbal, Srinagar.
- Excellence in operating MS Office Word, MS Office PowerPoint Presentation, MS Excel. worksheet

Research Experience in Population Education Programmes

- Worked as field investigator under National Family Health Survey (NFHS-2) in 1999 conducted by ORG Marg Research Ltd. New Delhi in collaboration with Population Research Centre, University of Kashmir, Hazratbal.
- Worked as Research Investigator in the Project Distribution of Drugs & Equipments under CSSM and Construction of Buildings under Indian

Population Project (IPP) Programme conducted by Population Research Centre, University of Kashmir, Hazratbal.

- Worked as Field investigator in the Project Multiple Indicator Cluster Survey (MICS-2000) conducted by the Indian Institute of Marketing Research Bureau New Delhi.

Professional Work Experience

- Twelve years experience as **Research Assistant** in State Resource Centre University of Kashmir in conducting of Monitoring Evaluation Research & Trainings and Environment Building programmes in the field of Adult & Non formal Education in the state.
- Twelve year experience as **Project Officer** in State Resource University of Kashmir in conducting of Monitoring Evaluation Research, Trainings and Environment Building programmes in the field of Adult & Non formal Education and national flagship programmes.

Professional Trainings & Capacity Building Programmes attended

- Participated in Capacity Building Training Programme organized by Xavier Institute of Social Service Purulia Road Ranchi India. (Oct ,2004) organized by MHRD New Delhi.
- Participated in Capacity Building programme on Multimedia and E-content Development organized by EMMRC, University of Kashmir in collaboration with CEC, IUAC Campus Aruna Asaf Ali Marg, New Delhi, through EDUSAT Network.(Nov-Dec, 2004)
- Participated in National Level Training of Key Resource Persons on Financial Literacy conducted by National Literacy Mission Authority NLMA MHRD, Government of India in collaboration with State Bank of India at State Bank Learning Centre, Lucknow. (August, 2013)
- Participated in National Level Refresher Training of Key Resource Persons on Financial Literacy conducted by National Literacy Mission Authority Gol & State Bank of India at State Bank Learning Centre, Bangalore. (May, 2014)
- Participated in training of Elite group of Professionals on Management & administration organized by Ministry of HRD New Delhi. At Nainital 2016.

Experience in Field Projects & impact study Programmes

- Conducted impact study on Literacy & Human Development programmes of Social Welfare & Rural Development Department in J & K in the year 2002-03.
- Conducted Orientation, sensitization & Training programmes of field functionaries of Adult Education programmes in the state at various state, District and block levels on implementation, management and operation of National flagship programmes. (Total Literacy programme TLC, Saakshar Bharat Programme, Model Adult Education Programme.
- Conducted Workshops Seminars, Symposium and Rallies National flagship and social welfare programmes in the state.
- Conducted monitoring of the implementation of Sarva Shiksha Abhyan (SSA) and Mid Day Meals (MDM) in various Districts of the Kashmir province sponsored by EdCil MHRD New Delhi.
- Conducted monitoring of the implementation of Rashtriya Madhyamik Shiksha Abhyan (RMSA) in various Districts of the Kashmir province sponsored by EdCil MHRD New Delhi.

Present Assignments

Working as Project Officer Centre for Capacity Building & Skill Development (formerly SRC) organizing academic activities like coordinating & conducting orientation, training & Skill Development programmes at Institutional and Community level.

Abilities and strengths

- I have the ability to work nicely and complete the projects & assignments with a given timeline.
- I love to work in the atmosphere of well coordination, cooperation and team work in the institution, which I feel is utmost important and health for the development of an institution.
- I am one among the people who have the weakness of hesitating to work in an atmosphere of domination inappropriate coordination and lack of team spirit.