

Last Updated : **February 10, 2016**

## **MD. ABDUL AWAL SHAMIM**

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Sunamganj Sadar, Sunamganj.  
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### **Career Objective:**

I have more than nine years four months experience in diversified Management and Development Livelihoods Project. At present, I am working of Institute of Development Affairs-IDEA as Field Facilitator (FF) under EEP/Shiree Unnoti Project. I had worke

### **Employment History:**

**Total Year of Experience : 9.5 Year(s)**

#### **1. Field Facilitator (FF) ( January 9, 2014 - December 31, 2015)**

##### **Institute of Development Affairs (IDEA)**

Company Location : Sunamganj

Department: NGO

##### **Duties/Responsibilities:**

Identify beneficiary households (BHHs) according to selection guideline.  
Facilitate the BHH/group to select appropriate technology and Inc IGA.  
Provide accompaniment support to BHH/group to implement different economic activities (based on selected technologies) efficiently and effectively.  
Provide technical and marketing skill development support BHH/group.  
Regularly follow-up the individual and joint economic activities of BHH/group and provide recommendation and feedback  
Facilitate and support BHH/group in marketing of their produces  
Arrange training, workshop and study visits for BHH/group representatives.  
Organize different match making events BHH/group, LSP and market actor.  
Prepare effective monthly, quarterly and annual plan of operation.  
Facilitate BHH/group in right selection of agricultural technologies and economic activities and preparation and implementation of respective plan.  
Provide assets, inputs and working capital to BHH according to selected technologies/activities in a timely manner  
Provide information to APM for monthly, quarterly and annual report.  
Collect baseline survey information (CMS 1) and monthly household monitoring (CMS 2) from BHH.  
Provide information for experience capitalization document.  
Collect, organize and maintain different project related information at field level.  
Sharing the project activities and progress with Union and Upazila.  
Identify and maintain relation with front line staff of government line agencies, private sector representatives and respective stakeholders.  
Maintain contact and relation with other NGOs to channel their services to BHH/group

#### **2. WatSan Field Facilitator (WFF) ( May 10, 2011 - January 7, 2014)**

**DASCOH BANGLADESH**

Company Location : Sunamganj

Department: NGO

**Duties/Responsibilities:**

Prepare an operational plan of the assignment and contribute to prepare project operational plan.

Ensure quality implementation of the project activities, sustainable and equitable delivery of safe water and sanitation services.

Sensitize the community people about their basic right through organizing, mobilizing and capacitating.

Collect WatSan information from working village and submit to the project manager with concrete recommendation for next course of action.

Prepare lesson plan and facilitate training /coaching/orientation to CBO/CP members and CRP/CF for capacity building.

Insure proper implementation of WatSan (Water option & Latrine) intervention. Insure

Insist community people through CRP/CF for establishing Operation and Maintenance of WatSan intervention and water option registration.

Assist community Facilitator to conduct different awareness session at community compliance with project target.

Monitor the implementing activities and hygienic behavioral changes.

Prepare individual report, documents on best practice, lesson learns.

**3. Community Facilitator (CF) ( June 1, 2009 - May 9, 2011)****Assistance for Slum Dwellers (ASD)**

Company Location : Sunamganj

Department: NGO

**Duties/Responsibilities:**

Smooth implementation of all field interventions along with counterparts/ stakeholders.

Supporting the targeted beneficiaries address critical issues that affect and impact their lives and livelihoods.

Facilitating the analysis of poverty and food security related issues by the community.

Community mobilization and the formation and nurturing of community led groups.

Proving field supervision by exploring technical, social and organizational opportunities for sustainable development of the targeted community.

Serving as the key interface among the members of the community and project.

**4. Union Supervisor (US) ( March 11, 2007 - May 31, 2009)**

**Center for Natural Resource Studies (CNRS)**

Company Location : Sunamganj

Department: NGO

**Duties/Responsibilities:**

To prepare effective planning and implementation action plan of project activities at Union level.

Activities management at Union level and assist Community Hygiene Promoter (CHP) for low Cost Latrine install.

Assist CHP to Organize Court yard session, House hold visit, Ward WatSan Committee meeting & Community meeting.

Maintain record of Latrine installation, Court yard Session, Household visit, Ward WatSan Committee meeting & Community meeting.

Communication with Local Government Institution (LGI), DPHE, GO/NGO sector and Social elites at Union level.

Supervise and monitor all the project activities at Union level.

Collect/receive application of different and applicable Water option and initiate for installation.

Prepare weekly, Monthly & Quarterly report and submitted to Upazila Coordinator.

Conduct Community Meeting, Tea stall session, Union Watsan Committee (UWC) Meeting.

Conduct Training on WATSAN to Ward Watsan Committee (WWC) Member.

Follow up Community hygiene promotion activities.

Organize cultural program/Issue based campaign, WATSAN day or week/WATSAN fair observation for social mobilization.

Other activities instructed by higher management, e.g. emergency flood response.

**5. Loan Officer ( April 1, 2006 - November 30, 2006)****Assistance for Slum Dwellers (ASD)**

Company Location : Sunamganj

Department: NGO

**Duties/Responsibilities:**

Formation of Credit Groups.

Conduct weekly group meeting.

Weekly savings and loan Collection.

Selection of participants for loan disbursement.

Prepare need assessment report for loan distribution.

Prepare weekly loan disbursement statement.

Prepare monthly report.

**Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
B.S.S.	Social Science	Bangladesh Open University	CGPA:2.59 out of 5	2009	3	2010
H.S.C (Business Management)	Computer Application	Bangladesh Technical Education Board [Foreign Institute]	First Division	2000	2	-
SSC	Social Science	Comilla	Second Division	1998	1	1998

**Career and Application Information:**

Looking For : Mid Level Job  
 Available For : Full Time  
 Expected Salary : Tk. 25,000  
 Preferred Job Category : Bank/Non-Bank Fin. Institution, NGO/Development  
 Preferred District : Anywhere in Bangladesh.  
 Preferred Country : American Samoa, Ireland, Canada, Oman, Spain  
 Preferred Organization Types : Banks, NGO

### **Language Proficiency:**

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	Medium	High	Medium

### **Personal Details :**

Father"s Name : Late Serajul Islam  
 Mother"s Name : Most. Faruka Begum  
 Date of Birth : August 10, 1981  
 Gender : Male  
 Marital Status : Married  
 Nationality : Bangladeshi  
 Religion : Islam  
 Permanent Address : Banalata-30 R/A, Bodipur, P.O.-Al-Hera Maijbary 3000, Sunamganj  
 Sadar, Sunamganj.  
 Current Location : Sunamganj

### **Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Executive Director	Mohd. Aminur Rahman
Organization	: Institute of Development Affairs (IDEA)	HELVETAS Swiss Interco-operation
Designation	: Executive Director	Assistance Project Manager
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