

CURRICULUM VITAE

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Language Competence: 1. English, 2. Gujarati, 3. Hindi

Keys skills:

- Computer application
- Community mobilization
- Good leadership
- Presentation skill Training skill

✚ EDUCATIONAL QUALIFICATION:

- 1) Running Master of Social Work from Bhavnagar University, Bhavnagar (3rd Semester)
- 2) Master in Commerce from S. P. University, Vidya Nagar, Anand (2014)

✚ OTHER QUALIFICATIONS:

- 2) Maternal Infant & Young Child, NPTEL online certificate course (MIYCN) IIT Mumbai, 2023
- 3) Anemia Mukh Bharat Online Certificate course, 2023.
- 4) Course on Computer Concepts (CCC), 2013 & Accounting (Tally) Program, 2010 From
Brahma Jyot Institute, Mogar-Anand.
- 5) Training On Customer Relationship, Sales and Service, 2012 From UCD Centre (UMEED) By
Gujarat Municipal Finance Board GOVT OF INDIA.

+ EXPERIENCE:

+ 1.PROGRAM OFFICER AT SNEHA (DIU – DAMAN & DADAR NAGAR HAVELI): -

- Build the capacity of ICDS staff and provide on field mentoring support in the management of SAM and MAM children.
- Establish referral linkages for child health and nutrition services by bringing about convergence between health and nutrition services departments.
- Initiate and strengthen community engagement processes to ownership of child health and nutrition in the ICDS beneficiaries.
- Conducting monthly anthropometry in the AWC.
- Capacity building of supervisors' and aww.
- Develop a good relationship with ICDS and Health staff.
- Any other activities assigned to fulfil programmatic outcomes and goals e.g community events, any research data required from community for any program related research work.
- Organizing awareness campaigns.
- To coordinate with local groups of youth, CBO'S and NGOs to network to collaborate our activities jointly or independently.
- Conducting home visits of Sam and Mam children.
- Observation of home visits, sessions, filled diet audit forms and give inputs/feedback to Sevika's.
- Monthly meeting with ICDS and HEALTH staff.

+ Block Consultant in Alive and Thrive in Vijapur Block of Mahesana District, Gujrat. We workon the 1000 days concept to government pregnancy to Two-year child (From Aug 23 to 14 june 2024)

The A&T initiative is managed by FHI 360 with funding from the Bill & Melinda Gates Foundation, Irish Aid, and other donors. In close collaboration with DWCD Gujarat and NHM, A&T in conducting implementation research to assess the feasibility of improving nutrition service delivery and ensuring effective convergence of essential nutrition and health services especially in the first 1,000 days of life in selected blocks in the districts of Mehsana, Surat and Bharuch in Gujarat.

Major Roles & Responsibilities

- Support District Program Coordinator to obtain feedback on Supportive Supervision Training package from the concern cadre (Mukhya Sevika, CDPO, ASHA Facilitator, ANM etc) for finalization.
- Collect relevant staff details regarding the supervisory cadre staff of Health and Integrated Child Development Services departments of the concerned blocks for developing training plans.
- Ensure completion of Supportive Supervision trainings as planned, ensuring full participation of CDPO sand Mukhiya Sevikas, ANMs, ASHA facilitators, Female Health Supervisor, and Taluka Health Visitor in the concerned blocks.
- Participate in block level review meetings to ensure use of CDPO and Taluka Health Visitor performance dashboard for review and resolution purposes.
- To support for World Bank survey (Adolescent Program) Qualitative and Quantitative data collection.
- Coordinate with PRI and Joint visit with PRI (Joint visit and home visit at VHSND, SCHOOL, CBE, ANC, PNC, RED ZONE CHILD)

+ Block coordinator in Care India in Ghogha Block of Bhavnagar District, Gujarat. We work on the 1000 days concept of government pregnancy to Two-year child (From Dec 21 to July 23)

- Coordination with Government Offices (CDPO, THO and Medical officers).
- Organizing and planning of capacity building workshop for the Health and ICDS supervisor, FHS, FHW, CHO, ASHA, AWW.
- Organizing Community Based event with ANC-PNC, and caretaker so of children.
- Sharing Feedback with Block level Government officer and planning for the improvement in field gaps.
- Attending meetings at Block level, sector level and PHC level.
- Doing field visit with Health and ICDS Supervision and observation and attending community based events (Mamta session and 4 Mangal day) for the strengthen of Government system.
- Did training of Baseline Survey (Quantitative research) and Community Consultant (Qualitative research), support and monitoring during both field research activities.
- Did mass level promotional and awareness activities during COVID situation and distributed dry ration kit & hygiene kit to the needy people.

+ Senior lead trainer/Consultant (ICDS CAS) with CARE INDIA in Gujarat state. (From 26th August to 15 April 2020)

- Provide support and facilitation of state/Districts/Blocks the training/Orientation on ICT-RTM (information and communication Technology –Real-Time Monitoring) with ICDS.
- Conducting training Dashboard, CAS Application, LS Application, and Helpdesk
- Prepare trainer at the district level to reduce Malnutrition with the help of the CAS Application
- Collaborative supervision for better health of malnutrition children/pregnant and lactating women identified with CAS app help under NNM.

+ Office Assistant in National Dairy Development Board [NDDB](from March 2014 to July 2016) & In-Charge of Library and Coordinate of Crèche (from 2007 to 2014)

- Worked with National Dairy Development Board as an Office Assistant and In-Charge of Library and Coordinator of Crèche/Nursery Managed by NDDB Staff Club.
- Support to GM and DGM and other staff of department. Creation, updating and maintenance of data in electronic form.
- Preparing letters and maintenance of correspondence and other administrative assistance worked in ERP System & Maintenance of records, files, documents, etc.
- Volunteer and participate in cultural activities and coordinate in crèche and nursery activities attend and volunteer in workshops and seminars.
- Role in this crèche was to connect children below 6 years of age with play group education, to do various activities for the cognitive and intellectual development of children.