

CURRICULUM VITAE

Dr. TAUQEER AHMED NASIR

Immediately available.

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PROFILE:

Self-motivated and hard working with zeal for professional progress and career advancement through determination and dedication.

OBJECTIVE:

Seeking a Challenging role in Health Care Sector. A medical graduate with Master of Science in Public Health (MSPH) and Bachelor of Medicine & Bachelor of Surgery (MBBS). Experienced health care professional worked in multinational NGO's as Field Enumerator, District Coordinator. Experienced with a demonstrated history of working in the hospitals & several free medical camps in different Districts for the welfare and wellbeing of community.

ACADEMIC QUALIFICATION:

- **MSPH (Master of Science in Public Health)** from **Quaid-i-Azam University** Islamabad Pakistan, Year 2021. *Attested degree form MOFA UAE & Pakistan.*
- **MBBS (Bachelor of Medicine and Bachelor of Surgery)** from **Xinjiang Medical University**, Urumqi. People Republic of China, Year 2017. RMP-PMC (Pakistan Medical Commission Islamabad Pakistan).
- **HSSC (Higher Secondary School Certificate)** from **Al-Suffah College**, Federal Board of Intermediate & Secondary Education Islamabad, Pakistan. Year-2011
- **SSC (Secondary School Certificate)** from **Ailyan's Higher Secondary School**, AGHA Khan University Examination Board, Pakistan. Year-2009.

PROFESSIONAL CERTIFICATIONS & TRAININGS:

- **Certified Professional Coder** (ICD-10, CPT, HCPCS and DRG).
- **General Physician Provisional License** - Pakistan Medical & Dental Council Islamabad.
- 03 Days **Neurosurgical training workshop** by Central Asia Neurosurgery International
- **Pediatrics conference, Seminar on Communicable Diseases**, Awareness training on **Patient & Doctor's Safety** - DHQ Hospital Mianwali.
- 10th Annual Public Health Conference **Tackling Inequities in Health** organized by Health Services Academy, Islamabad.
- **Infection Prevention and Control (IPC) for Novel Corona virus (COVID-19)** From WHO (World Health Organization) Health Emergencies Program.

- **COVID-19:** Operational planning Guidelines & COVID-19 Partners Platform to support country preparedness & response from **WHO (World Health Organization)** Health Emergencies Program.
- **Let's Gear Up to Volunteer and Defy COVID-19** From The Muhammad Bin Rashid University UAE of Medicine and Health Sciences (MBRU) Community Immunity Ambassador Program.
- **Let's Break the Chain of COVID-19 Infection** from The Muhammad Bin Rashid University UAE of Medicine and Health Sciences (MBRU) Community Immunity Ambassador Program.
- **The Telephone & Telemedicine in Clinical Medicine:** An Instrument of Opportunity & Risk. From the Harvard Medical School.

SKILLS & STRENGTHS:

- Good Team Leader with **Leadership, Administration and Management Skills**.
- **Training and Coaching** and delivered trainings **Capacity building** of staff and health workers.
- **Medical facilities Surveillance**, Disease outbreaks notification and reporting skills.
- Epidemiological investigation, **Root Cause Analysis and Disease investigation**.
- Focusing on **Continuous Professional Development** especially **Health Innovations** and **Disease Prevention & Control**.
- Lead the team in Field to achieve **company's Health Objectives and Targets**.
- Quick in problem resolution, **Stress management** capabilities, **Good Teamwork** capabilities.
- Effective time management, **excellent writing & oral communication skills**, Computer literacy, conflict management & Analytical.
- Flawless **management of patient records and documents**. Good knowledge of medical equipment's.
- Diagnosis and Treatment of Diseases, Preparing Medical care strategies, Assurance of patient confidentiality.

APPRECIATION & ACHIEVEMENTS:

- Certificate of Appreciation as **Best House officer** Children hospital, PIMS, Islamabad.
- Successfully achieved project objectives as District Coordinator in **PHC Global**
- Conducted various health **workshops and capacity building** trainings.
- Target oriented and lead the team of Field Researcher
- Active Volunteer, Organized Free Medical Camps in various cities of the country.

EXPERIENCE SUMMARY (6+ YEARS):

- Currently working as **Freelancer with Telehealth Sehat Kahani Centre Karachi** **02 May 2023 till to date.**
- Worked as **Medical Officer Al-Qayim Medical Complex Gulan Khail Mianwali** since **03 Feb 2023 to 30th April 2023.**
- Worked as **Field Researcher** with **Ministry of National Health Services, Regulations & Coordination, National Institute of Population Studies, Islamabad** since **20th December 2022 to 20th January 2023.**
- Worked as **District Coordinator with PHC Global Organization** since **17th August 2022 to 31st October 2022.**
- Worked as **House Officer with PIMS Hospital Islamabad Pakistan** from **21st June 2021 to 20th June 2022** as follows.
 - Pediatrics Medicine
 - General Medicine
 - General Surgery
 - Neurosurgery
- Worked as **Medical officer with Medkhidmat** from **04th Feb 2019 to 16th June 2021.**
- Worked as **TRF+ Field Researcher** with **Mott MacDonald Limited UK** from **19th Dec 2017 to 25th Jan 2019** in various **Districts of Punjab.**
- Worked as **Interne House Job Officer with District Head Quarter Hospital** Mianwali, Pakistan from **15th May 2016 to 15th May 2017** as follows:
 - Pediatrics
 - Cardiac
 - Surgery
 - Medicine

KEY JOB'S ROLES & RESPONSIBILITIES:

- **As Freelancer with Telehealth Sehat Kahani.**
 - Responsible for calling patients to discuss their sickness and promote the Telehealth service.
 - To provide correct and helpful info about the company's products and services.
 - Enter the referral form and, confirm their insurance details and explain the company's services and get them on boarded.
 - Sign documents post-onboarding and answer broad incoming calls and convey them properly when needed.
 - To reschedule the appointments and make a reminder calls daily.
 - Arranging Telehealth follow appointments and addressing issues with nurse practitioners.
 - Real-time responded to patients email and communication.
- **As District Coordinator with PHC Global Organization:**

- To ensure regular surveillance visits in healthcare facilities as per requirements and objectives.
- To aid in case of disease notification and investigation as per requirements.
- To assist in response disease outbreak cases and investigation through quick intervention and response procedure.
- Worked as District Coordinator and performed these Task and responsibilities:
- Social mobilization & conducted the meetings with stakeholders for easier implementation of the project in the community.
- To conduct epidemiological investigation whenever required
- To conduct awareness trainings and workshops for healthcare staff, and skilled personals to prevent Vaccine Preventable Diseases and outbreaks.
- To conduct active and passive visits in healthcare facility for data collection, reporting and investigation as per guidelines.
- To improve disease case referral, detection and reporting with support of community and health workers.
- To Facilitate and monitor team during field activities.
- Arranged and conduct community sessions along with UC facility-based staff to sensitize community members.
- Developed linkages and referral pathway for the complicated cases from community to health facility.
- Communicate aims and objectives of the study with community and respondent's officer.
- lead the district team in achieving the project objectives;
- Ensured smooth operations of the project in the district by developing close liaison with public and private sector stakeholders
- Identification of service/ health care providers and sites for establishment of project activities and Centers.
- Ensure proper documentation and validation of all documents related to the selected service providers and community ARS Activities.
- Conduct monthly meetings with relevant stakeholders in the province and present district project updates
- Ensure close liaison with service providers and communities, build rapport with them and rectify their grievances
- Preparations for trainings and events with government Health service providers.
- Participate in monthly DTC and DCC meetings in the project districts on turn basis
- Developed district project work plans and revise as appropriate to meet changing needs and requirements
- Managed day to day operational needs of the project
- Represent the project at external meetings and other coordination meetings as necessary
- Provide training and guidance to project teams and conduct on job trainings and provision of supportive supervision at health facilities.
- Project documentation as detailed by project protocols
- Ensured that documentation and other project information is correctly entered into the appropriate spreadsheet or database
- Conduct regular field monitoring visits to track the activities and submit visit reports
- Conduct regular coordination meetings with the field team(s) for progress updates

- Keep track of lessons learned and share it with the management
- maintained updated data on regular basis for all the key components of the project
- prepared, weekly monthly analysis, narrative reports & presentations and share with supervisor regularly
- Ensured proper and systematic record keeping at Provincial and district level in soft and hard form.
- Ensured timely submission of personal and office expenses. Review, keep record and submit to Senior Manager Operations in due time
- To ensure proper record keeping at service provider level and by field teams

➤ **As Field Researcher with Mott MacDonald Limited UK & MOH (NHS) Pakistan**

- As +TRF Field Researcher, carry out survey work to check the provision of Health facilities in various Districts Hospitals to ensure future Health requirements under UK Aids Program.
- Administer questionnaires provided by the programmed team and accurately record response. (Collecting data from Various Hospitals, of Punjab District, Verify and properly file, and Report to TRF+).
- Contact Hospitals to schedule visits for assessment or monitoring activities in relation to programmed activities.
- Ensure of the quality and accuracy of information collected by systematically verifying and correcting questionnaires at the end of each interview.
- Ensure timely submission of data and proper archiving of forms as instructed by the programmed team.
- Document the activities and provide progress report on the activities to the provincial field coordinator/team leader and the information management team member on daily basis.
- Participate in briefing and debriefing with the Programmed officer and provide regular updates on progress and challenges.
- Data collection and processing throughout the course of the assignment.
- Escalate concerns or complaints through appropriate channels as instructed during the TRF+ orientation and training, respecting the privacy and requests of individuals involved.
- Ensure responsible data processing in line with TRF+ and Data Protection Principles.

➤ **As House Officer with PIMS Hospital, Medical Officer with Medkhidmat, Interne House Job Officer with DHQ Hospital Mianwali.**

- Responsible for regular checkup and improvement in the patients.
- Responsible for checkup of the patient and giving prescriptions.
- Assisting the senior doctors in surgery and other operations.
- In case of requirement performing the pathological duties.
- Checking the reports and accordingly diagnosing the disease and giving prescription.
- Assisting the senior doctor in checking the patients.
- Diagnosing the disease as per the symptoms.
- Observing and performing the examination of samples for disease diagnose.
- Learning the diagnostic methods and equipment's.

- Periodically meeting the patients and observing their improvements and making reports.
- Handling the emergency cases.
- In case of emergency giving the basic treatment to the patients.
- Helping other medical staff in performing their duties.
- Assisting in the daily supervision of orthopedic surgeons and nurses.
- Attending surgery trainings and procedures to add knowledge for the job of an orthopedic surgeon. Delivering the various Health education trainings like First Aid, Emergency and Heat Stroke program as Freelance trainer.
- Performing small surgeries.
- Conducting minor surgeries under the supervision of surgeons.

COMPUTER'S PROFICIENCY:

- MS-Office and proficient in use of **MS Excel, MS Word and MS Power Point.**
- **IBM Statistical Package for Social Sciences (SPSS)** version 26.
- Familiar in use of Latest **MS Windows** & other **professional software.**

EXTRA CURRICULUM ACTIVITIES

- Reading books, Travelling, Playing and watching cricket, Internet surfing, Sports Watching
- Health News Alerts, Innovation in Health Monitoring equipment, Reading Islamic History

PERSONAL DETAIL:

Date of Birth : 1992
 Nationality : Pakistani
 Sex: Height : Male, 5'-7".
 Languages : English, Urdu, Chinese, Hindi, Punjabi
 Marital Status : Single
 CNIC Detail : 38302-3768498-1

Passport & Visa Detail:

Visa Detail : Visit Visa
 Passport No : EK9824982, Pakistan
 Date of issue : 21st Feb 2017
 Date of expiry : 21st Feb 2027

REFERENCES:

- Professional references are available upon request