

Name	Samreen Begum sali@decentralization.org.pk
Position	Assistant Director Gender TA-2
Current Duties	<ul style="list-style-type: none"> ▪ Assist Deputy Director TA-2 ▪ Develop a comprehensive long-term capacity Building and Development Plan for all strategic partner for gender mainstreaming ▪ Draft terms of reference for hiring consulting firms /consultants and specification for procurement of goods and service under TA2 ▪ Liaison with IAs ,PSOs, NGOs & consultants ▪ Assist Deputy Director Program in reviewing proposals for investment under TA2 ▪ Develop a system for monitoring all capacity development activities and making relevant reports ▪ Prepare consolidated reports on implementation of TA2 ▪ Assist in preparation and implementation of APR ▪ Perform other related duties as assigned
Education	Masters International relations, MBA Human Resource Management
Past Experience	<ul style="list-style-type: none"> ▪ Worked 2 years as assistant office secretary in PPSO, Sindh ▪ Worked as Assistant Manager in Sunlight Electrical & Mechanical Co ▪ Worked in Australian Concept Medical Center as a councilor ▪ Worked in buying house as an Accountant
Interests	Reading books, exploring new places
Personal Statement	<ul style="list-style-type: none"> • Be happy • Don't angry • Be passion • Learn to be innovative • Concentrate your objective • Work hard