

# CURRICULUM VITAE



## SANJAY SAHA

Hiranpur, Pakur, Jharkhand

✉ [sanjayksaha92@gmail.com](mailto:sanjayksaha92@gmail.com)

☎ +91 9534095139 / +919905298175

### **PROFILE:-**

To utilizing all my skills and technical knowledge, thereby creating value for the organization and my professional growth.

### **SUMMARY:-**

- More than 07 years 6 Month of work Experience.
- Experience in socio-economic base line survey activities as well managing the middle management from the bottom line.
- Experience in project implementation techniques and procedure, managing more than 10 manpower in GP level
- Sound Understanding of local governance special focus to Jharkhand Government.

### **CORE STRENGTHS**

Project Planning & Management, Health Education, Supplementary Nutrition Institution Building Strategic Planning Team Management Monitoring & Supervision Reporting .

### **EDUCATIONAL QUALIFICATIONS:-**

Examination passed	Board / University	Year of passing	% Of marks	Division obtained
MSW	IGNOU	Pursuing		
Master In Rural Development	IGNOU	2019	59	Second
B.Ed.	SKMU, Dumka	2017	72	First
B.Sc.in Mathematics	SKMU, DUMKA	2014	63.13	First (with Distinction)
Intermediate	Bihar School Examination Board Patna	2011	63.40	First
Matriculation	Jharkhand Academic council Ranchi	2009	67.4	First

### **PROFESSIONAL EXPERIENCE:-**

**1. Block Co-ordinator** :- Boarjore & Meherma of (Godda) Jharkhand, appointed by Indian Grameen Services from 14 August 2019 to 25 August 2023 in Tejaswini Project. The Govt of Jharkhand with the support of WORLD BANK is implementing Tejaswini Project for Socio Economic empowerment of Adolescent Girl & Young Women (AGYW) at the age group of 14-24 yrs in the selected 17 Dist of Jharkhand. It is being implemented by Department of Women, Child Development & Social Security Govt. of Jharkhand.

## JOB RESPONSIBILITIES:

### TEJASWINI PROGRAMME

At community-level, the community-based platforms (Tejaswini Clubs and Tejaswini Kendra's or Clusters) for AGYW will hold regular counseling and guidance sessions, life skills education, livelihood support services, and provide information on, and access to, broader services and opportunities especially on project-contracted training and education courses for adolescent girls and young women. At institution-level, the project will work with partner institutions through performance-based contracts to deliver vocational skill training and business skills training to subset of AGYW aged 14-24 years.

Directly supervise the implementation of the project in the block assigned including line management of the team of BRIU team in the block and Cluster coordinator cum counselor team at Cluster level.

Carry out regular orientation of the Block level team on the key actions taken under the project and delivery of technical knowledge regarding actions on club level.

- **Convergence:** Managing social development through convergence meeting of line department which includes health/ICDS/education/agriculture/drinking water & sanitation/IPRD/JSLPS & PRIs at block & village level under the chairmanship of DRIU, DKE and CDPO
- **Block Innovation Plan:** Implementing Innovation for Block, with project title: '**promotion of Kitchen Garden & developed Model Anganwadi Centers**' under the guidelines of DRIU, Social and Economic upliftment of Adolescents Girls & Young Women, To Support agencies for completion of market driven skills training and completion of secondary education of drop out children through formal and informal education.
- **Cultural Activities-**POSHAN Abhiyaan is to improve nutritional status of children (0-6 years), adolescent girls, pregnant women and lactating mothers.
- **Monthly review meeting-**To facilitate in organizing monthly coordination cum review meeting with "Education Service Provider" under the Chairmanship of DRIU, DKE, CDPO & Inter Departmental Committee review meeting chaired by DRIU.
- Implementations of all desired activities on TAT.

### ICDS PROGRAMME

- At community-level, the community based platforms AWC to improve the nutritional and health status of children in age group of 0 to 6 years.
- To lay the foundation for proper psychological, Physical and social development for the child.
- To reduce the incidence for mortality, morbidity, malnutrition and school dropout.
- Support to achieve co-ordination of policy and implementation amongst various departmental.
- Also support 6 type of ICDS Program 1. Supplementary nutrition, 2. Pre school and non-formal education, 3. Nutrition and Health education, 4. Immunization, 5. Health Check up, 5. Referral Services.
- Also support for Covid- warrier and Health department staff regarding Vaccination awareness.

## 2. CARE INDIA (CISSD)

Position- Block Coordinator

Duration-31.07.2018 to 05.08.2019

## **JOB RESPONSIBILITIES:-**

- Engaged in Base line survey on the KALA AZAR affected people in the Block.
- Providing necessary kits as well as consultancy to the Kala Azar affected people.
- Organized awareness camp at Block level as well as GP level.
- Organized health Camp at Block level.

### ***Other Activities performed:-***

- Active Case Detection (ACD)
- Indoor Residual Spray (IRS)
- Kala Azar MIS (KA-MIS)
- Surveillance AND Case Management
- Reporting and Documentation.

### **3. CHILD IN NEED INSTITUTE (CINI)**

Position- Block Outreach Worker

Duration-01.01.2016 to 31.12.2017

## **JOB RESPONSIBILITIES:-**

- Executed field level activities to facilitate HIV & Syphilis testing for pregnant women during ANC.
- Facilitated linkage of positive pregnant women to ART Centers to start the Treatment.
- Facilitated submission of requisite documents to start monthly injections to those mothers who are put on for the Treatment.
- Regular Visit to CHC, PHCs and Sub Centers and conducting meeting with BPM, MOIC-MOs, ANM, ASHAs ,LTs etc. to discuss physical achievement and challenge on monthly basis
- Facilitated availability of testing kits through NACO.. .
- Sensitizing PW unimportance of HIV Screening during ANC through, Rally, street –play and Drama
- Linking HIV positive individuals to government welfare schemes along with care support, counseling and other medical assistance. Preparing and submit monthly SIMS (service information management system) Reporting ICTC Center Sadar Hospital

### **4. RESTLESS DEVELOPMENT**

Position- Block Coordinator Duration-

12.09.2014 To 07.08.2015

## **JOB RESPONSIBILITIES:-**

- Extending Support to YDPs to ensure effective delivery of programs at field level.
- To manage monitor and provide supportive Supervision to the VPEs/ YDPs and Reporting.
- Worked with 19 schools authorities and student in Littipara and Hiranpur Block and Implemented Education and Health Project.
- Advocacy meeting with Block Education Extension Officer and District Education Officer
- Conducted SMC Meeting and Teacher Meeting in operational Block on Organizational Project.
- Reporting procedure working with Individual, Groups and Communities.
- Worked with SRHR Child marriage project and led youth led change process.

### **Other Achievemnt:**

- Worked as External monitor at W.H.O., Pakur.
- The Mother and Child Protection card (MCP card) is used for tracking of each child right from conception till 3 years of age by community health workers. It is a rich source of information for HCPs about mother and child health.
- The RMNCH+A approach majorly takes of the issues related to the mortality among the women and children as well as the delays in accessing and utilizing health care services.
- VHND is also to be seen as a platform for interfacing between the community and the health system. On the appointed day, ASHAs, AWWs, and other will mobilize the villagers, especially women and children, to assemble at the nearest AWC.

### **PROJECT & TRAINING :**

- Training in Polio vaccination, VHSND, TB program from WHO for 12 days.
- Training in Livestock management and marketing from GSVP for 20 days..
- Training in Tejaswini program based on socioeconomic empowerment of Adolescent girl & young women for 12 days.
- Training in Resilience & Soft Skill, Health & Nutrition, Right & Protection and Financial literacy under life skill education of Adolescent girl & young women for 20 days from Save the children foundation.
- Training in bridge education, vocational and business skill development program from Tejaswini project for 15 days.

### **COMPUTER PROFICIENCY:-**

Operating Systems: Dos, Win-XP, Windows 7, Windows 8, windows 10. Applications Software: MS office [Word, Excel, Power Point] One year Diploma in Computer Application & and knowledge of internet.

### **Skill :-**

- Soft skill , Team Building
- Capacity Building
- Advance Diploma in computer Application
- Health Education/Nutrition
- Decision Making
- Report Writing

### **PERSONAL DETAILS:-**

Father's Name	:	Late Sitaram Saha
Mother's Name	:	Munni Devi
Date of Birth	:	6 <sup>th</sup> March 1991
Nationality	:	Indian
Blood Group	:	O+ve
Marital Status	:	Married

I hereby declare that all the statements information furnished are true to the best of my knowledge and belief. I have not been prosecuted or punished by any Court of law any offence.

**SANJAY SAHA  
PAKUR**