

C.V

Ahmad Zia Nejrabi

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Academic Qualification:

- ❖ Heart University, Engineering Faculty 2019
- ❖ Jamaluddin High School 2015

Skills:

Languages	Computer & ICT	Engineering
Fluent in Dari, English, Pashto	Windows, MS-Word, MS- Excel, PowerPoint, Internet; excellent bilingual typing (Persian and English)	Auto Cad, Sketch Up, GIS, Civil 3D, 3D Max, Etabs, Revit

Employment History:

Roles and Duties	Organization	Period
<u>Field Officer:</u> Main Tasks and Duties: <ul style="list-style-type: none">• Monitoring the field.• Working in Injil Canal Cleaning.• Survey and Design the project.• Making proposal for each project.	UNDP	Oct. 2021- Feb. 2022
<u>Supervisor:</u> Main Tasks and Duties: <ul style="list-style-type: none">• Coordinate the implementation of the project's infrastructure related activities• Conduct technical assessments and data analysis.• Monitoring Field.• Design the Project.• Equip Office Document.	Citizen Charter	Jul-2020- Mar. 2021
<u>Project Assistant:</u> Main Task and duties: <ul style="list-style-type: none">• Working in E&M section.• Create questioner for each project.• Working on KOBO app for design the	Mgtwell consultancy company	Jun 2021- Sep. 2021

questioner. <ul style="list-style-type: none"> • Data collection from field. • Analyze the data and prepare the report. 		
<u>Site Engineer:</u> Main Task and duties: <ul style="list-style-type: none"> • Control the project according to the map. • Work as surveyor engineer. • Design some company projects. • Estimate the project of company. 	Qalai Nawi Brithers Construction Company	Jan. 2020– Dec 2020
<u>Site Engineer:</u> Main Task and duties: <ul style="list-style-type: none"> • I have working as team leader in this project • Evaluate from eight raisin House in Emam Shash Noor district • Make comprehensive plane for each member of group 	NHLP (Team Leader)	Jan. 2020– Apr 2020

Courses and workshops attended:

Program	Organization	Location	Date
English Language Diploma	Muslim Institute	Herat	2019
ICDL	Herat Telecommunication Institute	Herat	2017
TOEFL Preparation Course	English Language and Computer Learning Center (ELCLC)	Herat	2016
Network	ITCH	Herat	2016

References:

Name	Position	Email	Contact
Ghulam Qader Rasooli	Technical Coordinator (UNDP)	qader.rasooli1986@gmail.com	+93 791800102
Farhad Soroush	Project Manger (ACHCO)	farhadsoroush2006@gmail.com	+93 700252383
Omid Aria	Supervisor (CRS)	omidaria1372@gmail.com	+93 794267242