

Amjad Hussino

CONTACT



Syria_ Salamiyah



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Educational Qualification

B.S. Faculty of Science, Department of Physics _ Al Baath University – Homs- Syria

LANGUAGES:

English: Intermediate

Arabic: Native

Turkish: Basic

Experienced in monitoring and evaluation within non-profit NGOs, with a strong background in data analysis, project assessment, and reporting. Passionate about humanitarian access, capacity building, communication, and research.

EXPERIENCE

January 2023 – until now

Horan Foundation

Meal Manager (head of department)

- ✓ Analyses data for performance monitoring and carry out regular support supervision to field teams.
- ✓ Contribute in the preparation of monthly and quarterly performance reports for timely sharing with the donor.
- ✓ Support fellow team members in capturing and documenting best practices and success stories for learning, reference and dissemination.
- ✓ Coordinates data collection and analyses.
- ✓ Monitors and shares lessons learned internally and externally.
- ✓ Responsible for overseeing and coordinating all MEAL activities of the implementing partners.

April 2023 - July 2023

Syrian Women's Network

Meal Consultant

- ✓ Design and implement Monitoring, Evaluation, Accountability, and Learning (MEAL) strategies and frameworks.
- ✓ Review and update MEAL policies to enhance effectiveness and adaptability.
- ✓ Ensure MEAL plans align with project goals, donor requirements, and organizational standards.
- ✓ Establish data collection tools and methodologies (surveys, interviews, focus groups, etc.).
- ✓ Design and conduct baseline, midline, and end-line evaluations.
- ✓ Develop and implement feedback and complaints mechanisms for beneficiaries.
- ✓ Train staff and partners on MEAL methodologies, tools, and best practices.

May 2022 – December 2022: Free Syrian Lawyers Association (FSLA)

Meal Officer (head of department)

- ✓ Analyses data for performance monitoring and carry out regular support supervision to field teams.
- ✓ Contribute in the preparation of monthly and quarterly performance reports for timely sharing with the donor.
- ✓ Support fellow team members in capturing and documenting best practices and success stories for learning, reference and dissemination.
- ✓ Coordinates data collection and analyses.
- ✓ Monitors and shares lessons learned internally and externally.
- ✓ Responsible for overseeing and coordinating all MEAL activities of the implementing partners.

Training & Certifications

- Woman Empowerment in Organization Skills
- Basic Security in the Field (BSITF) and Advanced Security in the Field (ASITF)
- POWER BI & EXCEL ADVANCED
- IDCL course Sphere Training.
- Hygiene Promotion in Emergencies
- Prevention of workplace harassment, sexual harassment, and abuse of authority in workplace
- Age and Disability Capacity Building
- Programme Introduction to the basic standard of human action Building a Better Response
- Protection mainstreaming

Skills:

- An eye for details
- Work under pressure
- Data review and verification Team Building
- Adobe (Illustrator_ Photoshop_ Premiere_ InDesign)
- kobotoolbox
- MS, Office
- Project planning & development
- Negotiation skills
- Team Leadership

EXPERIENCE

April 2020 – December 2021: White Hats Organization (WHOSD)

Meal Officer (head of department)

- ✓ Supervise the collection of regular data through implementing partners and ensure the quality of the data by randomly, checking the validity of the data.
- ✓ Identify and design performance questions, key indicators and objectives for each project element.
- ✓ Provide technical support through recommendations based on the program manager.
- ✓ Monitor the needs and competencies required for the studies of qualitative assessments.
- ✓ Recording, monitoring and evaluating progress in project activities according to with the work plan and budget.
- ✓ Ensure the implementation of the activities of the project according to the monitoring and evaluation system in the organization of white hats.
- ✓ Manage and maintain M & E data in a secure and easy access location.
- ✓ Prepare of monthly reports on the monitoring and evaluation of the implementation of project activities.
- ✓ Develop comprehensive media strategies aligned with the organization's objectives and target audience.
- ✓ Produce engaging and compelling content, including articles, op-eds, and blog posts related to the WHOSD's work.
- ✓ Create multimedia content, such as videos, infographics, and visuals, to accompany press releases and social media posts.
- ✓ Manage the WHOSD's social media accounts and online presence to disseminate information and engage with the audience effectively.

October 2021 – December 2021

OCHA

& March 2023- April 2023

Data Analyst

- ✓ Identify and design performance questions, key indicators and objectives for each project element.
- ✓ Provide technical support through recommendations based on the program manager.
- ✓ Monitor the needs and competencies required for the studies of qualitative assessments.
- ✓ Recording, monitoring and evaluating progress in project activities according to with the work plan and budget.
- ✓ Provide quality assurance of imported data.
- ✓ Commissioning and decommissioning of data sets.
- ✓ Processing confidential data and information according to guidelines.
- ✓ Helping develop reports and analysis.
- ✓ Managing and designing the reporting environment, including data sources, security, and metadata.
- ✓ Supporting the data warehouse in identifying and revising reporting requirements.
- ✓ Supporting initiatives for data integrity and normalization.
- ✓ Troubleshooting the reporting database environment and reports.
- ✓ Providing technical expertise in data storage structures, data mining, and data cleansing.

REFERENCE:

- Maryam Shamdin
RD of the White Hat Organization
m.shamdin@whosd.org
- Mais dadikhi
HR Manager
m.dadikhi@horan.foundation
- Wissam Alchami
Senior HR Officer
Wissam.c@binaadev.org
- Abdulrahim Hussein Alyoussif
Internal - External Audit Consultant
abdoyo@hotmail.com

EXPERIENCE

May 2016 – December 2019:

Yasmeen Alhoryia

Meal Officer (head of department)

- ✓ Participate in writing and managing projects.
- ✓ Analyses data for performance monitoring and carry out regular support supervision to field teams.
- ✓ Contribute in the preparation of monthly and quarterly performance reports for timely sharing with the donor.
- ✓ Support fellow team members in capturing and documenting best practices and success stories for learning, reference and dissemination.
- ✓ Coordinates data collection and analyses.
- ✓ Monitors and shares lessons learned internally and externally.
- ✓ Responsible for overseeing and coordinating all MEAL activities of the implementing partners.
- ✓ Builds the capacity of partners by training & coaching them to consolidate their MEAL input for planning, evaluation, and reporting requirements of the donor.
- ✓ Develop comprehensive media strategies aligned with the organization's objectives and target audience.
- ✓ Produce engaging and compelling content, including articles, op-eds, and blog posts related to the work.
- ✓ Create multimedia content, such as videos, infographics, and visuals, to accompany press releases and social media posts.
- ✓ Manage social media accounts and online presence to disseminate information and engage with the audience effectively.

January 2010 -September 2015:

Institutes and private lessons

Physics Teacher

- ✓ Planned, implemented, monitored, and assessed a classroom instructional program. Organized grade records to increase reference speed.