



Mohamad Zohair Edlbee

Monitoring, Evaluation, Accountability & Learning - Data Management - Certified Trainer in Quality and Accountability + CHS



Summary

- More than 10 years of work experience in different sectors within the humanitarian domain, spent them in communicating, learning, exchanging ideas and experiences to handle my duties in a professional manner and to create a positive change in my position, organization, and community.
Positive thinking and continuous development are my main approaches.



Experience

2017-06 - present

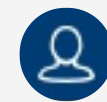
- Head of MEAL (Monitoring, Evaluation, Accountability & Learning) Unit**
Qatar Red Crescent - Turkey Mission
 - Develop a detailed work frame for monitoring, evaluation, accountability & learning at an organizational level.
 - Provide technical guidance and field support to the organization's operations in terms of MEAL activities.
 - Develop and manage the project monitoring plan (PMP) including designing appropriate data collection and collation forms in close cooperation with project staff.
 - Evaluating the progress of achieved outputs and outcomes for short-term emergency projects and long-term strategic projects.
 - Managing all MEAL related data and issuing the related reports, analyzing them for impact evaluation and identify the causes of potential bottlenecks in projects implementation.
 - Managing MEAL teams and Provide technical support to them to insure that they are all well guided, mentored and their capacities are built to deliver high quality outputs.
 - Managing all activities related to Implementing Partners Assessment and Evaluation.
 - Effectively managing the complains and accountability frameworks.
 - Effectively managing the learning and best practices framework to help in developing the organizational strategies and future planing.
 - Effectively represent the organization in related working groups and meetings.

2016-06 - 2017-05

- Monitoring & Evaluation + Needs Assessment Coordinator**

Qatar Red Crescent - Turkey Mission

- Design and prepare the needed questionnaires for ME & NA activities.
- Coordinate the preparation and implementation of ME & NA activities, including the sample determination and beneficiaries' group selection within related methodologies.



Personal Info

Address

Gaziantep - Turkey

Phone

+90 536 409 93 71

E-mail

zohaier87@gmail.com

Date of birth

1987-05-09



Skills

Microsoft Office (Word , Excel , PowerPoint)



Power Bi



Kobo



illustrator- QGIS



SPSS



Reporting and Communication Skills (English - Arabic)



Analytical thinking skills



Ability to work under pressure



Team Player



- Managing all ME & NA related data, analyzing them for impact evaluation and identify the causes of potential bottlenecks in projects implementation
- Produce high level ME & NA reports using the most updated professional techniques and methods.
- Leading ME & NA field teams and Provide technical support to them to insure that they are all well guided, mentored and their capacities are built to deliver high quality outputs.
- Following up to the complains received from the field and supply the feedback reports to the people in charge.
- Coordinating all activities related to the Assessment and evaluation of Implementing partners including tools, visits and reports.

2014-11 -
2016-05

● **Health Support Coordinator**

Qatar Red Crescent - Turkey Mission

- Managing the whole data of the health programs form cleaning to reporting on monthly basis.
- Monitoring Data entry process into District Health Information System (DHIS2).
- Managing the data entry team and the whole data during the third party monitoring campaigns for vaccination program.
- Reporting and presenting the findings of the TPM campaigns to partners.
- Representing the Health Dept. in all coordination meetings and clusters.

2013-09 -
2014-10

● **Field Coordinator**

Qatar Red Crescent - Lebanon Mission

- Responsible of the mission's hot line, to which cases are referred from (hospitals, health centers, other NGOs, and refugees) 24/7.
- Going for daily monitoring visits to the hospitals and PHCs to check about the situation of patients that are covered by the mission, and the quality of the services being introduced to them.
- Daily and Monthly reporting about the services log.
- Attending meetings including the monthly health coordination meetings held by UNHCR and all other coordination meetings that aim to improve the level of cooperation frameworks between NGOs.



Education

2011

● **Damascus University , Faculty of Arts , English**

Language Literature department

Degree of Arts, English Language Literature

2012

● **Damascus University , Faculty of Education**

Diploma in Education.

2013

● **New Horizons Institute**

PMP (Project Management Professional) Master Degree

2017

● **Africa Institute for Project Management Studies**

Diploma in Monitoring & Evaluation



References

- - All References, Certificates and experience letters are available upon request.

Ability to handle multi tasks at the same time



High Managerial and coordination skills



High Training and Coaching skills



 **Languages**

Arabic (Mother tongue)



English (Reading , Writing , Listening , Speaking)



Turkish



German

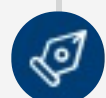


- Applied for Turkish Nationality.
- I have a Car Driving license, with a good driving experience.



Trainings and Certificates

- 2008 ● NLP course (at the Arabic Cultural Center of AL Mazzah)
- 2010 ● Body Language course (at Digital Multimedia Hall)
- 2011 ● ICDL (The Arab Center for Sciences)
- 2012 ● Time and Crush Management course (at Spacetoon Group).
- 2014 ● Skills of Innovation Leadership (Creative Leadership Academy)
- 2014 ● Improving Coordination Skills (UNHCR)
- 2014 ● Building a Better Response e-Learning course (HARVARD)
- 2014 ● Quality Management of Primary Health Care Delivery (QRCS + PAC)
- 2015 ● Comprehensive Training on Coordinated Assessments (UNOCHA)
- 2015 ● H.E.L.P (Health Emergencies in Large Populations) (QRCS)
- 2016 ● SPHERE Project (certified Trainers at QRCS)
- 2016 ● MEAL training (Point)
- 2016 ● SPSS Basics (certified trainer at QRCS)
- 2016 ● Diploma in English For Business (SHAW Academy)
- 2016 ● Rapid Need Assessment and Analysis (UNOCH + SRN)
- 2017 ● Results Based Management (Humanitarian Academy for Development)
- 2017 ● Code of Conduct (IFRC Learning Platform)
- 2017 ● Evaluation in Humanitarian Settings (IFRC Learning Platform)
- 2017 ● Interactive Data Analysis & Visualization by **BOWER BI** (Portfolio)
- 2017 ● Principles and standards of humanitarian action (QRCS)
- 2017 ● Core Information Management (iMMAP)
- 2019 ● TOT on Quality and Accountability for humanitarian response (OCHA, IOM, CHS, Sphere) Turkey - Gaziantep
- 2019 ● TOT on (CHS) Core Humanitarian Standards - Lebanon - by CHS alliance



Activities

- - Reading.
- - Basketball.
- - Swimming.
- - Travelling.
- - Searching for new inventions.
- - Training.