

Curriculum Vitae

Personal Details;

Name: Dhirendra Kashyap

Civil Status : Married
Birthday : January 9th, 1978
Nationality : Indian
E-Mail : kashyap.dhirendra@gmail.com
Phone : 09425535998
Desired Job Type : Full Time



Career Objective:

To utilize my qualification and skills for optimizing my calibers to give best individual output helping the organization attain its objective in the process paving them path of my professional and personal growth and social work in urban and rural sectors.

Summary of Past Experience

Experience of 16 years as development professional in social sector especially in HIV/AIDS and TB programmes with Hindustan Latex Family Planning Promotion Trust Delhi and other grass root organisations in multiple assignments. Past experience of working on multidisciplinary assignments.

- ❖ Program Officer in Technical Support Unit (Chhattisgarh AIDS Control Society Raipur) through Hindustan Latex Family Planning Promotion Trust Delhi from 15th September 2010 to 31st July 2020.
- ❖ Advocacy Officer in Technical Support Unit (Chhattisgarh AIDS Control Society Raipur) through Hindustan Latex Family Planning Promotion Trust Delhi from February 2010 to July 2010.
- ❖ Program Manager in TI Project with Nav Sankalp Shikshan Prashikshan Samiti, Bilaspur (C.G.) from February 2009 to January 2010.
- ❖ Program Office in Kalp Samaj Sevi Sansthan, Janjgeer Champa (C.G.) November 2003 to November 2008

Professional Competency

❖ Academic Qualification:-

- ⇒ **Master in Social Works** from C.V. Raman University Bilaspur (C.G.)
- ⇒ **L.L.B. Degree** from Guru Ghasi Das University Bilaspur (C.G.)
- ⇒ **Master of Social Science** from Guru Ghasi Das University Bilaspur (C.G.)

❖ Major Achievement:-

- ⇒ Coordinate State team to conduct Training among TI Project staff on HIV/AIDS and TB.
- ⇒ Provide support to state and District TB department for functioning RNTCP project in TI Project districts area. Support to TI Project Peer Educators to work as DOT Providers and support to RNTCP team in their hotspots.
- ⇒ Received orientation training on Nation TB Elimination Program in CG State with TB Department.
- ⇒ Lead as training coordinator in Chhattisgarh State after absence of State Training and Resource Center (STRC) and conduct trainings for Project Manager, Counselors/ANM, Outreach Worker and Peer Educator through prepare training schedule, agenda, list of participants, selection of trainers and successfully conducted training through Logistic and training management.

❖ Expertise :-

- ⇒ **10 years Targeted Interventions programme implementation experience in Chhattisgarh State.**
- ⇒ **10 years working experience in classroom and field level training to Targeted Intervention staff i.e. Project Manager, Counselor/ ANM, Outreach Worker, Peer Educators for Programme Implementation Indicator, Documentation and reporting system.**

❖ National Level Trainer :-

- ⇒ **Conduct National Level Mapping & Population Size Estimation Research at Chhattisgarh as per National Guide line.**
- ⇒ **Received National Level TOT and provide Training for Targeted Intervention Project.**
- ⇒ **Experience in delivering training and capacity building programme.**
- ⇒ **Experience in working with trainers and conducting training of trainers for different trainings.**
- ⇒ **Experience in delivering training and capacity building programme.**

❖ Expertise :-

- ⇒ **Having excellent coordination with Director of Health Serices, NHM Officials for Implement training and other programme.**
- ⇒ **Having experience for preparation of training batches, training module, logistic and training financial management.**
- ⇒ **Ability to work independently on multiple tasks simultaneously and to meet deadlines with quality performance.**

- ⇒ **Having Experience in computer software such as Microsoft Office (MS Excel and Power Point)**
- ⇒ **Experience of working with multiple stakeholder in civil society and the Government at different levels. Experience of providing technical support and capacity building of organization, working for community level.**

❖ **Exposure from last 10 Years :-**

National Level Exposure (With NACO) :-

- ⇒ **Present findings of P-Mapping and Population Size Estimation among NACO Officials Delhi on 9th January 2020.**
- ⇒ **Participate in two days National Level Workshop on “ Mapping and Population Size Estimation “ Research on 15th & 16th September 2019 at New Delhi.**
- ⇒ **Participate in two days National Level Workshop on “ Revamping Stretiges for Outreach among Targeted Intervention Programme” on 11th & 12th September 2019 at Chennai.**
- ⇒ **Participate in Four days National Level Workshop “ Revamping Targeted Intervention Strategies Community Consultation & Newer Learning’s” from 11th to 14th September 2018 at New Delhi.**
- ⇒ **Represent to TSU Chhattisgarh on behalf of TL TSU for “TSU review Meeting” from 6th to 8th June 2017 at NACO Office New Delhi.**
- ⇒ **Participate in Four days “National Level Training of Trainers for IDU TI Intervention) from 10th to 13th January 2017 at New Delhi.**
- ⇒ **Participate in two days National Level Training of Trainers for Destination Migrant Intervention” on 17th & 18th October 2016 at Mumbai.**
- ⇒ **Facilitate as member of Inquiry Commission formed by CGSACS with the reference of NACO letter for “Discrimination and Partial Behavior by Partner Organization Bilaspur with Trans Gender community” on 26th July 2016 at Bilaspur.**
- ⇒ **Participate in four days National Level Training of Trainers for Harm Reduction ” from 20th to 23rd July 2015 at New Delhi.**
- ⇒ **Participate in three days National Level Training of Trainers for Data Collection Tools of Destination Migrant Intervention” on 6th to 8th January 2015 at New Delhi.**
- ⇒ **Participate in one day orientation on Data Analysis by HLPPT on 24th March 2014 at Noida Office .**
- ⇒ **Participate in three days “Training for IBBS” conducted by NACO at Kolkata. Participate in five days exposure visit for “Training on Learning site TIs” in Vijaywada Hydrabad.**

State Level Exposures (At Chhattisgarh State):-

- ⇒ Facilitate to Three days training on "Monitoring and Planning for ORW in TG - TI" conducted by VHS in Hotel Raipur Inn Raipur Chhattisgarh from 26th to 28th March 2018.
- ⇒ Facilitate (as Master Trainer) for two days training on " IDU Intervention - Planning, Implementation and Monitoring & Outreach" on 27th & 28th March 2017 at Raipur Chhattisgarh.
- ⇒ Facilitate (as Master Trainer) for two days training on "Link Worker Scheme- Planning, Implementation and Monitoring & Outreach" on 27th & 28th February 2017 at Raipur Chhattisgarh.
- ⇒ Facilitate (as Master Trainer) for two days training on "Outreach Workers of Core and Bridge populations" on 16th & 17th February 2017 at Raipur Chhattisgarh.
- ⇒ Facilitate (as Master Trainer) for two days training on "Monitoring and Evaluation cum Accountancy of TI Program" on 8th & 9th February 2018 at Raipur Chhattisgarh.
- ⇒ Facilitate (as Master Trainer) for two - two days training on "Outreach Workers of Core and Bridge populations" from 24th & 25th and 27th & 28th January 2017 at Raipur Chhattisgarh.
- ⇒ Facilitate (as Master Trainer) for Three day training on "State Level Training of Program Managers for FSW and Trucker Targeted Intervention" from 5th to 7th December 2016 at Raipur Chhattisgarh.
- ⇒ Facilitate (as Master Trainer) for Three- Three days training on " Destination Migrant Intervention and Strengthening Outreach among Targeted Intervention" from 9th to 11th December 2016 and 22nd to 24th December 2016 at Raipur Chhattisgarh.
- ⇒ Facilitate (as Master Trainer) for Three days training on "Finance Management" to TI NGO partner from 15th to 17th November 2016 at Raipur Chhattisgarh.
- ⇒ Facilitate for One day training on "Data Cleaning, TMT and SIMS reporting" to TI NGO partner conducted by NIRANTAR Project on 7th November 2016 at Raipur Chhattisgarh.
- ⇒ Facilitate for three days training for " OST " from 17th to 19th March 2015 at Raipur Chhattisgarh.
- ⇒ Conducted one-day advocacy cum sanitation workshop of world TB day on 26th March 2015 at Raipur Chhattisgarh.
- ⇒ Conducted one-day work shop on Issue of LGBT on 3rd March 2015 at Raipur Chhattisgarh.
- ⇒ Participate in one day training on SIMS reporting by CGSACS on 28th December 2014 at Raipur Chhattisgarh .
- ⇒ Participate in Two days training on principal of Management by HLPPT on 30th & 31st May 2014 at Raipur Chhattisgarh.
- ⇒ Two days training on Programme Management by HLPPT on 23rd and 24th February 2014 at Raipur Chhattisgarh.
- ⇒ Participate in three days Induction "Training for OST Centre conducted by NDDTC, AIIMS New Dehli" at Raipur Chhattisgarh
- ⇒ Participate in two days "Training for developing BCC material along with learning site TIs" by Avahan Project at Raipur Chhattisgarh.

- ⇒ Participate in two days “Training on outreach planning along with learning site TIs” by Avahan Project at Raipur Chhattisgarh
- ⇒ Participate in two days “Training on data analysis” conducted by HLFPT at Raipur Chhattisgarh.
- ⇒ Participate in four days " Training on Advocacy, Community Mobilization, referral & Networking for strengthening IDU-TIs" at Raipur Chhattisgarh.

❖ Language :-

Language	Read	Write	Speak
Hindi	✓	✓	✓
English	✓	✓	✓

❖ Competency :-

- ⇒ Documentation and Reporting
- ⇒ Networking and develop relationship
- ⇒ NGO Legal's and Financial Management
- ⇒ Internal and External Audit (Program & Financial)
- ⇒ Projection and Action Plan
- ⇒ Word, Excel and Power point
- ⇒ Travelling

References

- Mr. Vikrant Verma Deputy Director - Chhattisgarh AIDS Control Society Raipur - 09425232222 email id - vikrantverma22@gmail.com
- Mr. Kuldeep Singh- National Program Manager- India and Bangladesh- I Seva Foundation New Delhi - 09891446236- email id - ksingh@seva.org

I hereby declare that the details given above are correct to the best of my knowledge.

DHIRENDRA KASHYAP