**MOHAMMAD MUSLIM UDDIN**



**Rehabilitation Technical Specialist**

**Humanity and Inclusion (HI), Bangladesh**

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Dhaka, Bangladesh



**Summary:**

* 18 years of experience in the development and humanitarian sectors, with a strong focus on innovation, program design, and implementation to address complex challenges in rural and underserved communities. Proven expertise in inclusive humanitarian action, multi-dimensional poverty analysis, and mainstreaming approaches.
* Skilled in designing and implementing innovative pilot projects, leveraging human-centered design methodologies to ensure effective solutions tailored to local contexts. Expertise in market systems development, rural entrepreneurship, and nutritional outcomes improvement.
* Extensive experience in leading cross-functional teams and coordinating project implementation alongside Implementation Managers. Strong capability in maintaining relationships with key stakeholders, including government representatives, donors, humanitarian actors, and private sector partners.
* Proven ability to develop and execute programs using a multisectoral approach, ensuring alignment with comprehensive project cycle management principles. Focused on enhancing livelihoods and nutrition for marginalized groups, including persons with disabilities and communities in hard-to-reach areas.
* Adept at stakeholder engagement and fostering collaborations with government, donors, and NGOs. Specialized in Community-Based Rehabilitation (CBR), disability inclusion in disaster risk reduction, and livelihood development.
* Expertise in program monitoring and evaluation, risk management, and data-driven decision-making to ensure technical quality and evidence-based outcomes. Skilled in developing Monitoring and Evaluation Frameworks and business models for scaling innovative interventions.
* Strong sectoral experience in Rohingya refugee contexts, including response to the Forcibly Displaced Myanmar Nationals (FDMN) crisis in Bangladesh. Successfully established rehabilitation services, access to assistive technologies, and capacity-building initiatives.
* Experienced in supporting rural livelihoods through market linkage development and capacity building for local entrepreneurs. Proficient in navigating complex ecosystems and driving systemic change through innovative solutions.
* Proficient in knowledge management, capacity building, and facilitating training workshops. Skilled in creating training modules, conducting needs assessments, and delivering timely project outcomes within budget constraints.
* Experienced in leading multicultural teams and coordinating with diverse stakeholders in development and humanitarian contexts. Proficient in consortium partnerships, multi-stakeholder approaches, and managing large-scale projects with a focus on innovation, inclusion, and sustainability.

**Education**

* **Master in Health Economics (EMHE),** Institute of Health Economics (IHE), **University of Dhaka 2021**, Dhaka, Bangladesh*. (Health Project Design and Project paper).*
* **Master of Public Health (MPH)**, Northern University Bangladesh 2013,Dhaka, Bangladesh.

*Thesis: “Assessment of quality of life of disabled persons in the selected area of Bogura District”*

* **Bachelor of Physiotherapy (BPT))**, The Peoples University of Bangladeshin the year of 2003.

**Experience**

**Handicap International – Humanity & Inclusion (HI), Dhaka, Bangladesh (**[**www.hi.org**](http://www.hi.org) **)**

**Rehabilitation Technical Specialist – September 2021 to continuing**

**Main Responsibilities:**

1. **Strategic Planning and Implementation:**

I contribute to the formulation and adaptation of country-level strategies, ensuring alignment with global directives and efficacy. I provide technical insights and recommendations during strategic operational planning (STRATOPs), incorporating sector-specific expertise to enhance project outcomes.

1. **Technical Guidance and Support:**

I offer specialized technical assistance to Project Managers, aiding in the adaptation of global standards to local contexts and facilitating proposal development and reporting processes. I collaborate with multi-sectoral teams to ensure holistic responses within projects, integrating expertise into various program components.

1. **Business Development and Partnership Building:**

I contribute to the identification and pursuit of major funding opportunities and new project developments within the sector, conducting thorough context analyses and proposal writing. I cultivate strategic partnerships and consortia with NGOs, institutions, and private sector entities to enhance technical capacity and address priority issues within the region.

1. **Knowledge Management and Learning:**

I facilitate the documentation and dissemination of best practices and lessons learned from projects within the sector, contributing to organizational knowledge capitalization. I conduct regular quality assessments to monitor the technical relevance and effectiveness of implemented activities, issuing recommendations for improvement as necessary.

1. **Innovation and Research Development:**

I drive the identification and prioritization of research and innovation initiatives within the region, proposing and overseeing technical innovation projects to address evolving needs. I foster a culture of continuous improvement by suggesting and implementing innovative approaches to program delivery and service provision.

1. **External Engagement and Advocacy:**

I represent the organization's technical expertise within relevant local networks and forums, enhancing our external reputation and influence. I advocate for key thematic priorities through active participation in advocacy campaigns and strategic communication efforts, aligning messaging with global advocacy agendas.

**Handicap International – Humanity & Inclusion (HI), Dhaka, Bangladesh (**[**www.hi.org**](http://www.hi.org) **)**

**Project Manager – Mainstreaming, September 2017 to September 2021**

**Main Responsibilities:**

**Management Responsibilities:**

* Lead and manages all aspect of the project including planning, executing, monitoring, controlling, and follow up.
* Management and tracking of budget for every individual line item and planning of activities, ensuring compliance and reporting to the line manager as well as the donor.
* Designating tasks to team members and ensuring that a project runs according to schedule.
* Develop inclusion mainstreaming strategy to integrate partners policy and program through formal training to change and make disability-inclusive organizational culture and practice.
* Establish a systematic process for partner outreach and relationship management.
* Manage partnership relations, by ensuring constructive and collaborative communication with partners and other relevant actors, including government representatives.
* Lead the capacity building of 4 partners I/NGO and 8 Organizations of People with Disabilities (OPD) in terms of disability inclusion of UKaid funded poverty graduation project.
* Developing organization capacity in policy development, effective management and advocacy initiative by the local organization (OPD).
* External and internal coordination

**Technical Responsibilities:**

* Disability mainstreaming inclusion strategy development, ensure technical quality and collaborative management with mainstream partners in terms of disability-inclusive development. Provide technical advice referring to HI agreed approaches, framework, and policy document e.g. CBID & CBR guideline, UNCRPD, WHO-International Classification of Functioning, Right based and Social model of disability, etc.
* Provide technical assistance to all phases of the project, ranging from needs assessment to final evaluation, eventually further follow-up to complete next cycle.
* To develop, validate and facilitate different training materials, capitalization of the lesson learned.
* Close supervision to technical staff including Physiotherapists, Occupational therapists, Education and livelihood specialist, Accessibility Expert, and provide them on-the-job support for effective implementation of the project activities focus on CBR.
* Provide technical support on community resource mobilization to Occupational therapists, Inclusion officers and Physiotherapists, provided on-the-job support for adaptation and modification of home and workplace by using locally available resources.
* Established networking and referral linkages with relevant service providers.
* Organizational capacity building of local organizations including Organizations of People with Disabilities (OPDs), mainstreaming organizations working with disabilities, and support for disability mainstreaming at program level.

***Handicap International – Humanity & Inclusion (HI), Dhaka, Bangladesh (***[***www.hi.org***](http://www.hi.org/) ***)***

**Project Officer** **April 2014 to August 2017**

**Main responsibilities:**

* Coordinate project partners’ activities, and act as a focal point in this regard.
* Ensure the services (Rehabilitation, , MHPSS, Inclusion, Protection and SRH) are reaching the most vulnerable people with disabilities in respect of applicable quality standards.
* Conducted assessment and selection process of Partners NGO and OPD in 6 districts of Bangladesh, and support to the implementation of project activities.
* Facilitate linkage among service providers, stakeholders, and other relevant organizations at the district and national level like the Department of Social Service, the Department of Youth Development & Health Department, etc.
* Support implementation of the capacity development plan through coordination with the technical unit and conduct relevant training with partners NGO and OPDs.
* Organizing and facilitating the dialogue, meetings, workshops and seminars with government representatives, civil society, and international organizations to share experience, promote cooperation, etc.
* Contribute in developing appropriate strategies for advocacy with OPD and Partners NGO.
* Contribute to the implementation of organization PME policy through using planning and monitoring tools, produce monthly reporting, organize and participate in regular quarterly and annual reviews.
* Participate in regular monitoring of activities, indicators, and results, to assess project quality and progress, particularly related to monitoring the capacity development milestones of OPDs & NGOs.
* Coordinate with the technical unit, in collaboration with the Project Manager to ensure the technical input into activity implementation.
* Collect and documented case studies, lessons learned, and best practices.
* Establish linkages and maintaining regular contact and working relationship with all relevant stakeholders including relevant government departments.

***Handicap International – Humanity & Inclusion (HI), Dhaka, Bangladesh (***[***www.hi.org***](http://www.hi.org/) ***)***

**Rehabilitation Officer** **May 2011 to March 2014**

**Main responsibilities:**

* The assessment of beneficiaries (people with disabilities) generates short-term and long-term treatment and rehabilitation plans.
* Hands-on therapy to persons with disability and families (functional rehabilitation therapy), and follow up after they receive assistive devices, make accessibility at home and workplace for using an assistive device, arrange reasonable accommodation in school and workplace.
* Build the capacity of local organization staff on functional rehabilitation therapy, use and maintenance of assistive devices, tools and equipment adaptation for daily living activities, home, and workplace modification, etc.
* Provide technical support to national and local resource teams on the adaptation of sports and physical activities for inclusive sports and organize inclusive sports activity.
* Facilitate sensitization workshop, caregivers training, and awareness raising program with different stakeholders about disability issues.
* Closely work with OPDs staff and their member as working station based in OPDs
* Reporting to line manager on activity progress and budget, capitalize case study and lesson learned.

***Centre for Disability in Development (CDD)*** *([www.cdd.org/bangladesh](http://www.cdd.org/bangladesh) )*

**Disability Affairs Officer: August 2008 to June 2010**

**Main responsibilities:**

* Lead the Multi-Disciplinary Team (MDT) and liaison with the team to ensure rehabilitation services.
* Assessment of beneficiaries (person with disabilities), make short term and long-term treatment and rehabilitation plans for clients.
* Monitoring, documentation and reporting to the upstream line.
* Support to the multiple projects as per organizational need.
* Regular update the field situation to line manager and follow the suggestions/ recommendations.
* Capitalize case studies, lessons learnt and best practices.

***Millennium Heart and General Hospital Limited, Dhaka, Bangladesh*** [***http://millenniumhospitalbd.com/***](http://millenniumhospitalbd.com/)

**Physiotherapist February 2004 – July 2008**

**Main responsibilities:**

* Assess patients’ physical abilities through evaluation procedures and assessment format with physical examination. Establish treatment goals and patients based on physical diagnosis.
* Measure patients progress regularly and adjust treatment accordingly.
* Communicate with referring physician and other healthcare professionals regarding patients’ problems, needs and progress.
* Advise patients on how to manage their conditions independently and help them prevent avoidable recurrences or complications.
* Maintain a complete record of the patients’ original diagnosis, evaluation and treatment plan; record and evaluates the patient’s response and makes changes as necessary to the plan. Maintain clinical and statistical records and confer with other healthcare professionals.
* Advise clients on ways to prevent potential health problems. Advises when the patient is ready for discharge from the therapy program.

**Training and Workshops:**

**Major training received and participated in workshop**

* Training from HI Academy in online platform: **1.** Advocacy policy-Module-1, **2.** iFAR (Improving Financial Access to rehabilitation), **3**. SAP (Sustainability Analysis Process), **4**. RMS (Rehabilitation Management System- Module-1&2), **5**. Rehabilitation Policy and Principals.
* Training on **“Disability-Inclusive Humanitarian Action”** on 10 January 2024 from **disasterready.org.**
* **Training on Project Management Module (PCM)** on 25 May to 1st June 2018, from Handicap International, Kathmandu, Nepal.
* Training on **Health Emergency Readiness for Response Operations (HERO)** from WHO on April 2024
* Training on The **Public Health Emergency Operations Centre (PHEOC)** from WHO on December 2020.
* Training on “**COVID-19: Operational Planning guidelines and** **COVID-19 Partners Platform to support country preparedness and response”** fromWHO March 2020.
* Training on **“Project Cycle Management”** from Consiglieri on 16 to 20 October 2022.
* Training on **Qualitative data analysis and research methodology using Nvivo software** on 6 to 10 August 2023 from Handicap International – Humanity and Inclusion, Dhaka, Bangladesh.
* Training on **“Advanced Research Methodology and Quantitative & Qualitative Data Analysis using SPSS”** on 9 to 13 December 2021, Organize by Handicap International – Humanity and Inclusion, Cox’s Bazar, Bangladesh.
* Training on **Project Management from BDJOBS** training institute October 2017.
* Training on **“Psychosocial Fast Aid (PFA)”** from Department of Disaster Management (DDM), GoB on 14 to 18 August 2016.
* Practical training and visit to Sri Lanka to understand “**Physical rehabilitation in health and development**” in the global context, on 1-6 April 2014
* Training on **“Social Protection: A Primer”** from Institute of Developmental Studies and Centre for Social Protection on July 2019.
* Training on **“Building Better Response”** from Humanitarian Academy at Harvard on August 2019.
* Training on **“Establishing Effective Partnership”** from Philosophy University on July 2019.
* Workshop on “***Advanced Operationalizing Project Cycle*** ***Management***” from Handicap International Bangladesh on 15 to 17 December 2015.
* Training on “***Partnership Development and management for NGO’s***” from IDSL-Anukul Foundation on 28 to 30 November 2012, Dhaka.

**Language Proficiency**

* English: Full professional proficiency
* Bangla: Native tongue
* Arabic: Basic
* Hindi: Intermediate

**IT Proficiency**

* Survey CTO, KoBo tool box
* Microsoft forms, Google forms etc
* Advance MS Office.

**Reference**

1. **Dr. Esrat Jahan, Regional Health Specialist,** SA Handicap International – Humanity & Inclusion, Bangladesh, **Email**: [e.jahan@hi.org](mailto:e.jahan@hi.org) **Cell**: +88 01755615243, **Present Supervisor.**
2. **Aysha Siddika, Country Human Resource Manager.** Handicap International – Humanity & Inclusion, Bangladesh**, Email:** [a.siddika@hi.org](mailto:a.siddika@hi.org),  **Skype:** aysha-siddika **, Cell:** +88 01733992244.
3. **Shakhawat Hossain,** MEAL Manager, Concern **Worldwide - Port Sudan, Republic of Sudan, Email:** [**shakhawat.hossain@concern.ne**](mailto:shakhawat.hossain@concern.ne) **Skype:** shakhawat\_du

I do hereby declare with my signature that the above-mentioned information is correct. I understand that falsification of any information provided on this resume will disqualify me from the candidature.



**Mohammad Muslim Uddin**