**ARUNANAND MURMU**

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| House No. C -162, Sareen Colony, Chinar 7th Mile, Village – Borda, Kolar Road, Bhopal, (MP) - 462042  🕿 +91 9713737650, 7974571460;🖳[arun.pantnagar@gmail.com](mailto:arun.pantnagar@gmail.com) |

The astute professional with over nine years of experience in monitoring and evaluation, demographic research/ analysis, training, team management and 1year 4-month experience in marketing, sales, team management, training, and customer care. Key strengths lie in brand labeling, strategic planning, and client relationship management. I am technically proficient with Microsoft Office, SPSS, SAS and Statistical analysis.

I am result oriented hard-working and reliable member for organization. I am determined to succeed. I qualified **Masters in Population Science**, **Masters in Statistics with computer application**, and **Post-Graduation Diploma in Business Administration** offering an eventful career of around **9+ years** studded with professional brilliance predominantly in the areas of demographic data, statistical analysis, statistical tools, and supervision of survey, documentation, report writing & presentation.

**An assertive and tactful people manager** coupled with strong leadership traits and behavioral management skills; excellent ability to coordinate with different people at one time under difficult situations and bring out the best. **Excellent time management skills** with proven acumen in working accurately and quickly prioritize coordinate and consolidate tasks, whilst simultaneously managing the diverse range of function from multiple sources.

**Key Skills**

* Monitoring and Evaluation
* Quantitative and qualitative data analysis
* Demographic data analysis and research
* Statistical Analysis
* Statistical Methodology
* Business Research
* MIS reporting
* Sales and marketing
* Team Management
* Quality control & research
* Advance Excel and PowerPoint
* CS Pro
* SPSS
* SAS
* Knowledge of Tableau
* Training and Planning
* Effective communication

**Experience**

**Monitoring Consultant** for mSakhi Project| **IntraHealth International Inc., New Delhi** | **01Dec 2017 to continuous**

* Support strengthening the reporting and review systems for monitoring the project outputs/outcomes.
* Support and co-ordinate with the MER advisor in analysis and synthesis of available data and interpretation into reports.
* Work closely with State Program Manager and other team members to ensure timely reception of state level monitoring information.
* Preparing project progress reports.
* Any other task/responsibility assigned by the supervisor.

**Center Manager** For DDU-GKY**| TeamLease, Bhopal (M.P) India | 03 July 2017 to 30 Nov 2017**

* Managed all operational activities of the training center including staffing, facilities, and coordination with students.
* Developed training strategies and initiatives that reflect the organizations goals.
* Prepared business plans that support the operation of the center and adhere to budget.
* May collaborate with educational institutions to provide additional or specialized training.
* May be responsible for supervising trainers and instructors. Requires a bachelor's degree.
* Typically reports to a head of a department.
* Managed subordinate staff in the day-to-day performance of their jobs.

**Monitoring & Evaluation Officer** for UPSRLM | Rajiv Gandhi Mahila Vikas Pariyojana, Raebareli (UP) | **16 May 2016 to 31 May 2017**

* Monitored UPSRLM program implementation in 8 CRDC (14 District, 46 blocks) of Intensive block
* Hand hold supported to block office for documentation, training, data keeping, data entry and analysis
* Increased Strengthen of Monitoring & Evaluation process
* Strengthen documentation on money lending, repayment, and proper utilization
* Analyzed concurrent monitoring data by CPM team for the planning of program success
* Developed monitoring and evaluation checklist for health, nutrition, double fortified salt and livelihood program, microfinance
* Conducted training program for Block officer, MIS/data entry operator
* Provided hand hold support through 14 Community Program Manager at the intensive block of 25 district

**District Monitoring and Evaluation Specialist f**or RMNCH+A | India Health Action Trust, Etah (UP) | **19, March 2014 to 10 May 2016**

* Monitored and evaluate work of 4 BCS, 6 Nurse Mentor, 14 Cluster Resource Persons (CRP)
* Liaising with district/block level TSU team and Government official for RMNCH+A program
* Analyzed HMIS/MCTS data share monthly report for management decision making
* Time to time Plan changed to implementation of RMNCH+A program in the district with Govt. officers.
* Developed HMIS bulletin on key performance indicators especially on under RMNCH+A program,
* Analyzed of HMIS/MCTS data on monthly basis.
* Provided training to Govt. Officers on HMIS/MCTS reporting strengthen to maintain the quality of data at Divisional, district level officers
* Utilized district data for management and planning

**MIS Specialist** |District Administration Guna (MP) & State Planning Commission (MP) | **Nov 2011 to May 2013**

* Established District Planning Unit (DPMU) under the guidance of CEO (Rural Development, Zila Panchayat) & District Planning & Statistics Department in district Guna (MP).
* Developed capacity building plan regarding monitoring and evaluation for district-level official and organized training.
* Supported to develop a training modeled on “Basic Monitoring skills for District Level Officers -Trainee’s Module – 2012”.
* Supported to develop district facts sheets on health indicators to track MDGs at district.
* Supported to develop a district-specific web GIS with selected indicators on “[www.dpmuguna.org](http://www.dpmuguna.org)” and another task assigned by supervisor.

**MIS Consultant** | UNICEF office for Madhya Pradesh (SSA) & Mafoi HR agency | **January 2009 to May 2011**

* Supported in to strengthen the five flagships Program (Health, SSA, ICDS+PDS, MGNREGS, TSC)
* Strengthen district development data system of the flagship program
* Strengthen District Decentralization System
* Developed District specific report
* Trained Govt. Officers on strengthen district data system etc. under guidance and support to Rural Development in district Guna (MP)
* Data collocation, compilation, analysis of flagship program.
* Develop “Budget Analysis Report of Five Flagship Program” of Guna and support to Shivpuri district
* Support to develop the District Decentralized Planning report of the year 2010-11.
* Support to develop the PIP for health department of year 2010-11.
* Monitor the activities of UNICEF partner NGO for flagship program.
* Field monitor IDA Assessment survey of UNICEF in Guna (MP), 2010 & capture entire data at CS Pro

**Research Office** | International Institute for Population Science (IIPS), Mumbai, India | **June 2008 to January 2009**

* Searched and compiled CENSUS data for the year 1961-2001 from various relevant sources to study and analyze the data.
* Statistical and quantitative analysis of CENSUS data from the year 1961-2001 and generate table
* Table interpreted and write report.

**Customer Service Associate** | OMINA BPO, NOIDA (U.P) | **March 07 – July 2007**

* Back end supported to customer over phone and solve his/her query related to telecom service
* Provide information on new launch company product

**Team Leader - Direct Sales** | TATASKY Distributor | **September 2006 – March 2007**

* Demonstrated TATA Sky through a canopy
* Generated the sale through 10 sales executives
* Door to door marketed by 10 sales executives

**Missionary Sales Representative (MSR)** | EXIDE INDUSTRY LTD | **March 2004 – June 2004**

* Generated the sales, create demand through better service
* Marketed Exide Battery “Jai Kishan” for tractor through a dealer.
* Prepared plan for prospective customer

**Education**

* **Master of Population Studies, MPS**, 2008, Deemed University, International Institute for Population Sciences, **B Grade.**
* **Master of Science, M.Sc.** – Statistics with Computer Application, 2006, Bundelkhand University, Jhansi, (U.P), **First Division**
* **PG Diploma in Business Administration**, Marketing, 2003, Indian Institute of Management Technology, **First Division**
* **Bachelor of Science**(B.Sc.), Mathematics, 2001, M.J.P. Rohilkhand University, Bareilly (U.P), **Second Division**
* **Intermediate (10+2)**, Mathematics, 1998, Pantnagar Inter College, Pantnagar, Uttarakhand (UP Board), **Third Division**
* **High School (10),** Science Group, 1995, Govt. H.S.S. Kanakpur, Uttarakhand, (UP Board), **Second Division**

**Online Education + Certificates**

* Course complication certificate on Lean SIX SIGMA Black Belt from [“lms.e-careers](http://lms.e-careers.com)” by 26 Apr 17, Standard Certification in process
* M & E Fundamentals of MEASURE Evaluation, 1 March 2014
* Business Analytics from Manipal Global Education services, Karnataka, India; Grade – C; 01 May 2015

**Awards and Achievement/Certification**

* National Eligibility Test of University Grant Commission (UGC-NET), Dec 2008 for lectureship in the subject ‘Population Studies’(Electronic Certificate No. D20082000279)
* Government of India Fellowship’ (2007-08) for pursuing Master of Population Studies (MPS) at IIPS, Mumbai
* One Year Certificate course in a computer from Indian Institute of Computer Technology, Moradabad,2000.

**Software Proficiency**

* Experience in MS Office: - PowerPoint, Word, Advance Excel
* Experience in qualitative/quantitative software: -Mortpak, Spectrum, WHO Anthro, ATLAS-Ti, CS-Pro, SAS, SPSS, R(Basic), ArcGIS

**Publications**

* Prof. Alok Ranjan and Arunanand Murmu (2009), “Progress of Child Survival Efforts in District of Madhya Pradesh”, published in Child Survival and Health India 2009, Shyam Institute, Bhopal.
* Prof. K C Das and Arunanand Murmu (2010), “Female Migration to Mega Cities of India”, published in Journal of History and Social Sciences [JHSS], ISSN 2229 - 5798, Vol: I, Issue: I, July – December 2010 in electronic format<http://jhss.org/archivearticleview.php?artid=84>
* A Contribution in “Basic Monitoring skills for District Level Officers -Trainee’s Module (2012) is developed under a collaboration of UNICEF Office for Madhya Pradesh and R C V Noronha Academy of Administration, Bhopal.

**Personal Information**:

Father Name : Late Shri Sawna Murmu

Date of Birth : 31 March 1980

Gender : Male

Marital Status : Married

Religion : Hindu

Nationality : Indian

Language Known : Hindi & English

**References**:

1. Mr. Chayan Roy Choudhary, Technical Advisor MER, Intrahealth International Inc., New Delhi, email: - chayanrc79@gmail.com & croychoudhury@intrahealth.org, Mobile no.: - 8871175931; 9560044909
2. Mr. Mangesh Kumbhare, Statistical Investigator Grade-I at Directorate of Census Operations, Gujarat, Phone (+91) 9824839609, E-mial - [mangesh.census@gmail.com](mailto:mangesh.census%40gmail.com)
3. Prof. Alok Ranjan Chaurasia, Shyam Institute, 82, Aradhana Nagar, Bhopal, Madhya Pradesh - 462003, Ph.: - 0755 4222756, 09425017555, E-mail: - [aranjan@hotmail.com](mailto:aranjan@hotmail.com)

**(Arunanand Murmu)**