

Curriculum Vitae

PUJA PAL

A Development Professional, Project Manager, Stakeholder Manager
& CSR specialist for Social Action

Get in Touch

Email: pujapal23@gmail.com

Mobile: 9619624063 / 8169219720

LinkedIn Profile: www.linkedin.com/in/puja-pal-4014a124

About Me

Strategic leader with more than 9 years experience providing the vision and direction needed to achieve accelerated and sustained growth, betterment & motivator for group development. Have strong exposure in grass root level with rural & urban community focusing livelihood and education, especially tribal poor & migrated community in the most backward administrative blocks of our country in the states of Odisha, Madhya Pradesh, Chhattisgarh, Jharkhand, Maharashtra, and West Bengal. Gathering extensive knowledge about social work's principles, techniques & practices and their application to complex cases, training, group work, and dealing with community issues. Presently enhancing knowledge about CSR programs, partnership building & corporate relationship.

Skill Sets

Specialized Skills: Community mobilization & organization, data collection, Micro-level & Macro Level group facilitation, Training of community members, monitoring & evaluation, Planning and Implementation, training of community group, community leaders, targeted group members & team members too. Team Management, Group work, Data Analysis, Planning, Micro-Planning of Project and Analysis, Business Plan Development for Social Sector. Social Impact Assessment, Corporate Client Management (CSR Heads), Liaising with District and State Level Govt. Body, partnership management, Livelihood Framework Analysis, Project presentation, Fund management, Budget preparation, Report Writing, financial inclusion of community, Gender analysis, etc.

Computer skills: SPSS, Atlas Ti, MS Office, Adobe, Internet

Soft Skills: Effective interaction with stakeholders, Govt. Bodies, Corporate Heads, Strategically Planning, Bargain with partners, Fund mobilization, Relationship Management, Communication & Articulation

Educational Qualification			
Qualification	Institute/University	Percentage	Year
M.A. SW in Community Organization & Development Practice	Tata Institute of Social Sciences, Mumbai	6.7/10	[2014-2016]
Bachelors of Technology in Information & Technology	Techno India, WBUT, Kolkata	7.86/10	[2008-2011]
Diploma in Computer Science & Technology	WOMENS' Polytechnic, WBSCTE, Kolkata	76.9%	[2005-2008]
Higher Secondary Certificate	KBR Girls'. WBHSE, Kolkata	55.50%	[2002-2004]
Secondary School Certificate (SSC)	KBR Girls'. WBBSE, Kolkata	72.40%	[2000-2002]

Work Experience

[Organization: Transform School, People For Action]
[Designation: Program Manager: - Strategic Partnership]
[July'2020- Cont..]

Roles and Responsibilities:

- Working as Project Manager
- Working on the issue of child education, the inclusion of STEM program in schools, and reach out to the most underprivileged children
- Working with the most vulnerable community, reaching 5000 children through 28 schools with an educational program
- Understand the actual impact to make effective model can be implemented
- M&E study, impact generation process
- Engage with Corporates to establish a partnership for CSR project
- Fund mobilization & partner management
- Liaising with District and State level Govt.
- Relationship management through NGO, CBO and other important partners
- Team management, working with team maximize outcome, their performance analysis, sustainability of the whole project
- Meeting with school teachers and convince them to acceptance of STEM Learning
- Reach out to Govt. Schools and students to provide them support to improve their scientific temperament

[Organization: STEM Learning Pvt. Ltd]
[Designation: Team Lead: - Strategic Partnership]
[Aug'2018- June'2020]

Roles and Responsibilities:

- Working as Team manager
- Working on the issue of child education, the inclusion of STEM program in schools, and reach out to the most underprivileged children
- Working with the most vulnerable community with an educational program
- Understand the actual impact to make effective model can be implemented
- M&E study, impact generation process
- Engage with Corporates and PSUs to establish a partnership for CSR project
- Fund mobilization & partner management
- Liaising with District and State level Govt.
- Relationship management with CSR departments of corporates, PSUs, NGOs, and other
- Team management, their performance analysis, sustainability
- Meeting with school teachers and convince them to acceptance of STEM Learning

- Reach out to Govt. Schools and students to provide them support to improve their scientific temperament

[Organization: Angaan Trust]

[Designation: Consultant: - Training and Impact Associate]

[June'2017-July'2018]

Roles and Responsibilities

- Working as a consultant
- Engage with community leader(mostly women) to train them on the agenda of child protection
- Understanding the issue of child harm and criticality of child safety, creating a huge level of data to understand the present scenario
- Working with one of the most vulnerable communities who is totally detached from the basic facility, continuous monitoring on a project to observe the sustainable change
- Understand the actual impact to make effective model can be implemented
- Worked with most vulnerable community living at India-Bangladesh border, living with geographical and political criticalities
- Worked with two most vulnerable blocks through ground level partners, Govt. stakeholders especially with schools
- Also trained community child protection worker to generate awareness about self-protection among 600 children

[Designation: Assistant Manager]

[Organization: Janalakshmi Financial Services]

[May'2016-June'2017]

Roles and Responsibilities

- Worked as an assistant manager
- Mostly engage with 100 women groups for their financial inclusion to come out from the intense poverty
- Strategy and planning by using minimum resources increase business
- Leading team of 18 members for banking and sales
- Continuous monitoring on team performance and evaluation on their performance
- Basic analysis and impact study of projects
- Not only the team leader but an extensive team worker

[Organization: PRADAN, Professional Assistance for Social Action]

[Designation: Executive Projects]

[Jun'11-May'14]

Roles and Responsibilities

- Grass root level engagement with tribal like 'Munda', 'Bhuyia', 'Juang', 'Santhal' who are socially excluded and struggling to satisfy their basic amenities

- Planning & implementation of projects for community mobilization, strengthening, women empowerment & financial inclusion of more than 3000 women
- Possessed an in-depth understanding of different livelihood practice with more than 4000 individuals
- Strong intervention by project execution & business planning in livestock vaccination, poultry farming, backyard poultry, goat rearing; agriculture mostly in cash crops like tomato, pumpkin, chili; sericulture practice in hilly areas and horticulture mainly fruit plantation and 'shal' plantation with new scientific process and techniques
- Worked successfully with groups like 150 SHGs, 30 village-level cluster, block-level federation, 25 farmer groups, 10 Wadi committees, all within a variety of settings
- Liaising with Gram Panchayat, block-level, and district level government bodies
- Awareness related to different Govt. policy and facilities
- Documentation, data analysis, and reporting
- Market engagement & analysis
- Project anchoring
- Extensive teamwork and team management of 15 people

Achievements

- Cultural Secretary & General Secretary of the student body in Diploma College
- Placement coordinator of the student body in Degree College
- Team anchor for a livelihood project

Fieldwork and Internship

	[YMCA, Mumbai, Maharashtra : Jul'14- Mar'15]	<ul style="list-style-type: none"> · Held sessions with women to improve their interpersonal skills · Exposure to the external world and its opportunities for their career · Career Counseling · Teachers' mobilization · Documented cases
	[Astha,	<ul style="list-style-type: none"> · Community mobilization & awareness generation for social right like RTH, RTH, RTE · Participation in Education campaign

Fieldwork / Block Placement	Rajasthan: Aug'15- Sep'15]	<ul style="list-style-type: none"> Teachers and Students mobilization for Educational Right
		<ul style="list-style-type: none"> Advocacy and lobbying with Govt. & Public
	[SOVA, Orissa: Nov'15- Dec'15]	<ul style="list-style-type: none"> Administration process understanding Annual report writing & analysis of the whole process Community mobilization & awareness about health, livelihood, and Basic Rights of Education Survey & analysis Documented cases Suggested interventions Group formation & solidarity creation
Internship(s)	[Child Rights & You, Kolkata] Nov, '14]	<ul style="list-style-type: none"> Field study knowledge gathering about Child Education Survey & analysis Documented cases Suggested interventions Group formation & solidarity creation
	[DMSC (Durbar	<ul style="list-style-type: none"> Sex worker community level Engagement

	Mahila Samanya Committee), : May'15]	<ul style="list-style-type: none"> · Explore how to collaborate the needs · Particular community's awareness generation · Training & exposure of technical Facilities
	[Dure Technologies : May'15]	<ul style="list-style-type: none"> · Particular technology related training & survey · Community strengthening · Documentation · Reporting

Dissertation

- Changing Socio-Economic condition and livelihood practices of Geographically & Socially Isolated PVTG: - JUANG, in Keonjhar, Districts of Orissa

Languages Known

English, Hindi, Bengali, Oriya

References

Prof H. Beck
Professor in Social Work Department,
Tata Institute of Social Science "Prof.
H. Beck" hbeck@tiss.edu
8108945445

Ajay Kumar
Consultant in EY
ajaybharat04@gmail.com
8298853154

Personal Information

Name: Puja Pal
Father's Name: Chanchal Pal
Address: 1, Shashi Bhushan Sarkar Lane, Salkia, Howrah-711106
Passport No: NO615852

Declaration

I hereby declare that all above information is true to best of my knowledge and belief.

Date:

Signature:

Place:

(Puja Pal)