

# Saith Usama J.Chitralli

Secretary General,  
SEERAHT International

## **Contact Information:**

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## **Professional Summary**

Working as a development practitioner since 2012, in which the countable services are provided with the renowned NGOs/NPOs and CBSOs. Also, the multi services provided in the corporate, education and hospitality sectors in the streams of executive management, strategic design and implementation, external linkages/coordination, research and development, capacity building trainings for professional development, soft skills base curriculum for personality enhancement and institutional sustainable development.

## **Skills and Expertise**

<b><u>Strategic</u></b>	<b><u>Operational</u></b>	<b><u>Tactical and personal strength</u></b>
<ul style="list-style-type: none"><li>• Concept note writing.</li><li>• EOIs writing.</li><li>• Surveys designing.</li><li>• Proposal writing.</li><li>• Training structuring and plan.</li><li>• Project planning.</li><li>• Administration manual design.</li><li>• PPPs formulations.</li><li>• Impact emphasized planning.</li><li>• Social enterprise structuring.</li></ul>	<ul style="list-style-type: none"><li>• Executive Management.</li><li>• Network and Outreach.</li><li>• MEAL implementation.</li><li>• Liaisons implementation.</li><li>• Linkages development in public and private sector.</li><li>• International linkages and coordination.</li><li>• Public dealing and local donor's engagement.</li><li>• Team leading and Negotiation.</li><li>• Report writing.</li></ul>	<ul style="list-style-type: none"><li>• MS office</li><li>• Basic IT need base understanding.</li><li>• Public speaking.</li><li>• Negotiation skills.</li><li>• Team work.</li><li>• Innovative ideas formulation.</li><li>• AI Based Management Integration.</li><li>• E leadership support</li></ul>

## **Professional Working History.**

<b><u>Job based services</u></b>	<b><u>Consultancy base services</u></b>
<p><b>SEERAHT International</b> Feb 2025 till Present Secretary General</p> <p><b>World Bank</b> Oct 2023 – Oct 2024 Chief MEAL Officer</p> <p><b>United Nations Headquarters, New York</b> Feb 2016 – Aug 2023 Executive Consultant to Secretary General for Social Development.</p> <p><b>Agha Khan Development Network (AKDN)</b> September 2013 - December 2015 Head of Institutional Development and Innovation, Regional Coordinator, Africa.</p>	<p><b>Creative Approaches for Development.</b> 1<sup>st</sup> March, 2020 till date. Advisor, Institutional Development.</p> <p><b>Cosmopolitan Institute of Tourism, Hospitality and Media Sciences.</b> 1<sup>st</sup> March, 2020 – 30<sup>th</sup> May 2020 Business management Consultant.</p> <p><b>International Schools of Cordoba</b> 1<sup>st</sup> December – February 2020. Business Management Consultant.</p> <p><b>Hazza Institute of Technology.</b> 1<sup>st</sup> March 2019 – 30<sup>th</sup> April 2019.</p>

<p><b>Canadian International Development Agency</b> February 2013 – August 2013 Senior Researcher (Institutional Development).</p> <p><b>Edhi Foundation</b> March 2010 – March 2011 Strategic support Officer.</p> <p><b>Edhi Foundation</b> March 2008 – Feb 2010 Data Entry Operator</p> <p><b>Akhtar Hameed Khan National Centre for Rural Development</b> April 2021 till Present Visiting Faculty</p> <p><b>Pakistan Institute of Management</b> December, 2023 till Present Visiting Faculty</p>	<p><b>Believers of Life Skills Trust</b> Mar 2018- March 2019 Executive Director.</p> <p><b>Creative Approaches for Development,</b> May 2017 – August 2017 Program Manager.</p> <p><b>The NGO World (TNW) Foundation</b> May 2016 – August 2016 Program assistant, PATH (Pakistan Youth).</p>
<p><b>Working areas</b></p>	<p><b>Industries</b></p>
<ul style="list-style-type: none"> <li>• Strategic management.</li> <li>• Operational management.</li> <li>• Liaison and linkage management.</li> <li>• Research and Development.</li> <li>• Surveys design and sampling mechanism.</li> <li>• Trainings and capacity building (Personal, character and professional stream topics).</li> <li>• Resource enhancement.</li> <li>• Planning design and implementation.</li> <li>• MEAL and M&amp;E.</li> <li>• Social mobilization.</li> <li>• Youth development.</li> <li>• Women empowerment.</li> <li>• Educational innovation.</li> <li>• Organizational standardization and administrative functioning.</li> <li>• Policies development and implementation designing.</li> </ul>	<ul style="list-style-type: none"> <li>• Non – Governmental organization</li> <li>• Educational institutions formal and informal.</li> <li>• Think Tanks.</li> <li>• Inter-governmental organization.</li> <li>• Corporate sector.</li> <li>• Government organization and institutions.</li> </ul>
<p><b>Awards and achievements</b></p>	<p><b>Languages</b></p>
<ul style="list-style-type: none"> <li>• 14 Gold medals in Qiraat at National and International Level.</li> <li>• National youth award, 2013 Government of Pakistan.</li> <li>• Best volunteer award, 2015 by Agha Khan Rural Support Program.</li> <li>• Best community services award, Edhi Foundation</li> <li>• Youth development award, 2015 by Agha Khan Development network</li> <li>• SAWERA Award 2018 for Social Innovation Model, by the NGO World Foundation on the World NGO Day.</li> <li>• 2 books published on subject of career counseling and social enterprise.</li> </ul>	<ul style="list-style-type: none"> <li>• Urdu.</li> <li>• English.</li> <li>• Punjabi.</li> <li>• Hindko.</li> <li>• Khowar.</li> <li>• Arabic.</li> <li>• Pushto.</li> </ul>

<ul style="list-style-type: none"> <li>• Honorary PhD entitlement from Allama Iqbal Open University, 2019.</li> </ul>	
<b>Part time activities</b>	
<ul style="list-style-type: none"> <li>• International Relation and socioeconomic analyst, PTV World and Suno News.</li> <li>• Religious speaker with Aur Life, PTV World, PTV News, AAJ News, 92 News, Suno News.</li> <li>• Research for issue base studies.</li> <li>• Impact base publication writing.</li> <li>• Script writing.</li> <li>• Self-based Institutional viability assessment.</li> <li>• Visiting faculty member of National Institute of Management, National Centre for Rural Development and Sustainable Development Policy Institute.</li> </ul>	
<b>Education</b>	
<ul style="list-style-type: none"> <li>• Fellowship ADP in Development Studies, University of Amsterdam Netherlands.</li> <li>• BS in Development Studies IQRA University, Islamabad Campus.</li> <li>• MS in Institutional Development University of York, UK.</li> <li>• Hifd Ul Quran, Iqra Rauza Tul Atfal Trust (2000)</li> <li>• Takhasus Fil Qirat, Dar Ul Qura, Peshawar (2004)</li> <li>• Dars E Nizami, Jamia Islamia Kamran Market, Saddar (2009)</li> <li>• Takhasus Fil Ifta, Dar Ul Uloom, Karachi (2016)</li> </ul>	