Personal Information

Given Name	Jeni	Surname	Rajbamshi
Affiliation	DRILP-III/EEAP AF Consult, Switzerland		
Position	Assistant Team Leader/MIS Specialist	Nationality	Nepali
Field of Expertise	Computer Science, Database Management, Geographic Information System		
Title of Presentation			

Education

Bachelor of Science in Computer Engineering, MA in Rural Development

Professional Experience

May 2017 to Date: Assistant Team Leader/ MIS Specialist, EEAP/DRILP, AF ITECO AG Switzerland. I am responsible for communicating with donor organization and stakeholders and other managerial roles including recruitment and other administrative management in DRILP besides managing Project MIS and GIS. I am recently leading a local team (Nepal team) in close coordination with Government of Nepal (Department of Road) and team of International Experts in a project for preparing Detailed Project Report (DPR) of Tunnel and Pedestrian RockShed to minimize the landslide hazard in the Siddhababa section of Siddhartha Highway.

December 2016 to April 2017: MIS Specialist, EEAP/DRILP, AF ITECO AG Switzerland. I was responsible for establishing project's progress data management system/reporting tools, responsible for establishing and implementing GIS and for providing support to M&E team for project reporting. My achievements ranged from establishing online MIS: https://mis.drilpnepal.org/ to successful implementation of the system. I also led monitoring, evaluation and reporting of the project activities to the donor and other stakeholders. I have also developed and have been managing the project website: www.drilpnepal.org .

June 2015 to November 2016: Sr. MEAL Data Analysis Coordinator, Sabal Project, Save the Children, Nepal I was responsible for establishing MEAL system for the integrated project having livelihood, health and nutrition as well as disaster risk reduction and climate change adaptation components. I was also responsible for analyzing program data and preparing different reports. I took lead in developing and implementing realistic MEAL data management tools (Excel and MS Access based) & systems ensuring that they were institutionalized within the existing project cycle management framework and that district and cluster staff including relevant staff from consortium partners and partner NGO's have the capacity to implement them. I was directly reported by 2 MEAL officers and 11 data management and documentation officers from districts. My significant contributions remained to prepare MEAL Plan and Pipeline Resource Estimation Proposal (PREP) of the Project. Besides, I also designed and developed Kobo/ODK based tool for the HH registration of Sabal beneficiaries, trained PNGO staff and enumerators. I took lead to manage the data of HH registration. I worked closely with team to design Annual Monitoring Survey for all three components - Livelihood, Health and Nutrition and Disaster Risk Reduction and Climate Change Adaptation of Sabal Project. In the absence of Sr. MEAL Manager, I was assigned the duty of Sr. MEAL Manager in acting role during mid-July to September 2016. I successfully handled the additional responsibilities and was well appreciated for that.

August 2009 to May 2015 FHI 360 Nepal   2013 Apr – May 2015: MIS Specialist I was responsible for handling and institutionalizing MIS and GIS for the overall FHI Country Office, Nepal program and providing technical assistance to FHI implementing agencies (IAs), Government of Nepal and other collaborating partners in a structured, systematic and effective manner. I was also responsible for building capacity of program and

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technical staff in efficient use of MIS including GIS application for better and focused targeting of the interventions and assisting country ownership and transition work of the projects by contributing the MIS/GIS component to it. As a team member of Strategic Information unit, my achievements ranged from strengthening the data management (program data and spatial data) systems, upgrading existing MIS (MS Excel and MS Access based) with new program requirements, management of routine project data to making GIS based analysis to taking lead on conducting trainings on MIS and GIS, conducting Data Quality Assessments (DQA), monitoring project progress and support in preparing and implementing the project's monitoring and evaluation plan. In this connection, I worked together with and monitored various consultants and interns. I developed interactive maps of Saath-Saath Project (SSP) which was found to be very useful tool for program and technical staff of SSP, most of them were not trained in GIS. I also developed interactive map of national HIV response for National Center of AIDS and STI Control (NCASC) and also took lead in developing web based interactive map of HIV Services of Nepal: http://www.ncasc.gov.np/map/ . I was part of a national core team to adopt DHIS2 as HMIS for Nepal and provided technical inputs. I led to conduct multiple batches of training on QGIS to SSP implementing partners' M&E staff and government stakeholders.

Oct 2010 –Mar 2013:   MIS Officer   I was responsible for management of project's MIS and GIS for the overall FHI Country Office, Nepal program and providing technical assistance to FHI implementing agencies (IAs), Government of Nepal and other collaborating partners in a structured, systematic and effective manner. My achievements ranged from strengthening the data management (program data and spatial data) systems, management of routine project data to making GIS based analysis to taking lead on conducting trainings on MIS and GIS, conducting data quality audits, monitoring project progress and support in preparing and implementing the project's monitoring and evaluation plan. I was one among two major facilitators for a five days training on Basics of ArcGIS 10 jointly organized by USAID Nepal and FHI 360 in which participants were from USAID Nepal, UNAIDS, NCASC, NPC, SSP, GGMS and other NGOs. I independently developed MIS for TB Reach Project managed by FHI 360 Nepal and took lead on their implementation.

Aug 2009 – Sep 2010 Data Assistant   I was responsible for systematizing and managing database system for the overall FHI country program, creating and updating initial drafts of data presentations for the various program reporting requirements, presentations, program reports and other deliverables, auditing and monitoring subproject indicator gathering and recording mechanisms. My achievements ranged from data management to MIS up-gradation to integration of MIS to GIS and making different GIS based analyses.   Jan 2006 – Aug 2009 Monitoring, Evaluation and MIS Officer, Nepal Water for Health (NEWAH), Lohasal, Kathmandu, Nepal   I was responsible for systematizing management information system of the organization, troubleshooting and providing hardware/software support, administrating domain and mail server and integrating different project outputs and results with GIS. I also took lead in procurement of IT services and equipment for the NEWAH Head office and regional offices.   Other responsibilities included providing training to the regional M&E personnel on M&E and MIS. My achievements were establishment of MIS in larger scale to generate different reports in response to different donors' requirements.

2001 to 2005 World Distribution Nepal (WDN), Kantipath, Nepal 2002 – 2005 Assistant GIS Technical Manager   I was responsible for conducting feasibility study, requirement analysis, system design and development, and documentation of GIS-based desktop and enterprise applications. Other responsibilities included communicating and coordinating with clients and overall project management. Served as key developer for requirement analysis, design and development of National Geographic Information Infrastructure Nepal (NGIIP); led the team in design and development of GIS website for NPC GIS Facility; and involved as key team member in different software development projects.   2001 – 2002 Database Programmer   I was responsible for developing, coding and documenting various desktop and web based database applications; and also involved in various software development and feasibility study projects.

Other Professional Involvements
Sep 2010 – Oct 2010 Regional IT Consultant, Electoral Support Project, UNDP   I was responsible to provide effective leadership and ensure the overall management of IT equipment and human resource in respective region; also to ensure good coordination and communication with Election Commission Head

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Quarter, District Election Offices and Registration Offices in the area of Information Technology Management, to manage Quality Control activities for the Voters' Registration Kits to be mobilized in the area assigned.

2005 – 2006 Faculty Member, DonBosco College, Kathmandu, Nepal   I taught GIS and supervised practical classes for BIT fourth year students.

2008 Final Year Project Supervisor, Advanced College of Engineering and Management, Kupondol, Lalitpur   I supervised a group of students from Bachelor of Engineering for their final year Project entitled: GIS based Information Service System.

Biography

Ms. Jeni Rajbamshi has more than fifteen years of work experience with various organizations (including private, international and national non-governmental organizations) in managing IT System, Database Management and administration, Software Development, Management Information System (MIS), Geographical Information System (GIS) and Monitoring and Evaluation (M&E). She is currently employed by AF Consult (previously AF ITECO AG), Switzerland to provide technical assistance to Earthquake Emergency Assistance Project in the capacity of Assistant Team Leader/MIS Specialist. She has successfully established online MIS for the Project and leading to implement it. She is taking lead on all IT related services in the Project Office and all the GIS related works needed by the project.   She is also leading the project's Monitoring, Evaluation and Reporting to the donors and stakeholders. At present she is leading a project on preparing Detailed Project Report (DPR) of Tunnel and Rock shed design in Sidhhababa section of Siddhartha Highway.

She also worked as faculty member of GIS in Don Bosco College and as project supervisor in Advanced College of Engineering and Management respectively where she supervised final year project related to GIS.

She holds Bachelor degree in Computer Engineering from Hohai University, Nanjing, China and Master's degree in Rural Development from Tribhuvan University, Nepal.

She is one of the executive members of Wise Nepal and has been actively involved for organizing the international conference on Women in STEM in Nepal during September 2019.

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