

Jok Nhial Kuch

Operations Assistant | Monitoring Assistant | Protection Field Officer | Prevention Manager

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Summary

Results-driven professional with a diverse background in business management, humanitarian work, and project coordination. Demonstrated expertise in leading teams, managing cross-functional projects, and optimizing operational efficiency. Proven ability to build strong relationships with stakeholders, deliver high-quality results under pressure, and adapt to evolving challenges. Skilled in data analysis, communication, and strategic planning, with a commitment to driving continuous improvement and achieving organizational goals. Adept at fostering a collaborative and inclusive work environment, leveraging adaptability and strong interpersonal skills to enhance team performance and client satisfaction.

Experiences

Operations Assistant for the Displacement Tracking Matrix - (Roving across South Sudan) – 11/2018 to 01/2024

The UN Migration Agency (IOM), South Sudan

- Played a key role in the DTM process, managing registration, verification, and assessments in collaboration with the Officer.
- Led community mobilization, crowd control, and screening efforts, demonstrating strong leadership and problem-solving abilities.
- Worked closely with teams to identify challenges and proactively report issues, improving operational efficiency.
- Provided coaching, training, and supervision to data collection teams, ensuring high-quality performance.
- Coordinated crowd control activities alongside workers, partners, and community leaders.
- Assisted the DTM Team Leader in overseeing site operations and maintaining an organized filing system for project documentation.
- Monitored equipment performance, promptly reporting low supply items to the DTM Team Leader.
- Recruited and trained enumerators and volunteers, ensuring team readiness and operational success.

Monitoring assistant and Food for Education (FFE) focal point –07/2016 to 08/2018

World Food Programme, South Sudan

- Successfully achieved 100% success in the AAA deworming program through meticulous planning and coordination with WFP partners.
- Delivered comprehensive training and on-the-job coaching to 53 school administrators, Education Department officials, and partner staff, enhancing their skills and knowledge.
- Designed and optimized food management and consumption tracking tools, achieving a 98% reporting rate in schools and ensuring effective accountability.
- Efficiently cleared all pending unreconciled reports for 2016 in the sub-office, enabling timely reimbursement for cooperating partners.
- Enhanced the performance of the Food for Education program by ensuring the timely compilation of assessment reports, coordinating effectively with partners and local authorities, and ensuring prompt submission of partners' invoices to the country office.
- Led the design and implementation plan for the 2016/17 deworming initiative in AAA, demonstrating strong strategic planning and leadership skills.

Polyvalent (Protection) Field Officer –01/2016 to 06/2016

ICRC, South Sudan

- Coordinated and executed activities across the Protection, Water and Habitat (WATHAB), and Economic Security (ECOSEC) sectors, demonstrating a holistic approach to humanitarian efforts.

- Maintained proactive communication with local authorities, Red Cross branches, the local population, and suppliers, fostering strong collaborative relationships.
- Managed and prioritized Restoring Family Links (RFL) and Tracing Requests (TA) caseloads within the Area of Responsibility, ensuring efficient family reunification processes.
- Registered vulnerable children, initiated tracing requests, and facilitated family reunification, showcasing a compassionate and effective response to those in need.
- Planned and executed RFL activities, conducted client visits, facilitated the distribution of Red Cross Messages (RCMs), and led training sessions on critical topics, including International Humanitarian Law (IHL) and ICRC emblems, ensuring successful knowledge transfer and awareness.

Integrated Community Case Management (iCCM) Monitoring and Evaluation Officer–03/2015 to09/2015 International Rescue Committee (IRC), South Sudan

- Efficiently entered all Community Case Management (CCM) program data into the District Health Information Software (DHIS), ensuring accuracy and organization in record-keeping.
- Recommended and facilitated the expansion of integrated Community Case Management (iCCM) activities into new County areas, driving program growth.
- Conducted regular data verification exercises, ensuring the quality and accuracy of reported data for audits, assessments, and surveys.
- Led capacity-building initiatives on data collection, management, and reporting, providing comprehensive training and coaching to program officers, Community-Based Distributors (CBD) Monitors, and CBDs.
- Assisted in monthly and quarterly performance indicator analysis, generating reports and presentations for staff, and supporting data-driven decision-making within the program.

Prevention Manager, Vector Borne Diseases Control (VBD) –06/2014 to10/2014 The Mentor Initiative, South Sudan

- Led rapid assessment visits and monitored Vector-Borne disease prevention campaigns, ensuring effective execution and measurable impact.
- Managed operational budgets for County-wide prevention activities, demonstrating strong financial oversight and accountability.
- Conducted comprehensive training on Vector-Borne disease control, overseeing population sampling and surveys to enhance campaign outcomes.
- Ensured efficient logistical operations by maintaining accurate records of prevention equipment, prepositioning supplies, and fostering strong coordination with stakeholders.
- Cross-checked and compiled daily campaign data, ensuring accuracy in reporting, while managing a diverse team to maximize efficiency in prevention efforts.

Monitoring Assistant for Education in Emergencies –11/2013 to05/2014 INTERMEDIARY Humanitarian Aid Organization, South Sudan

- Played a key role in project planning, management, and evaluation by compiling and analyzing data to support informed decision-making.
- Conducted surveys and assessments and monitored activities in schools and emergency-affected areas, ensuring the delivery of targeted interventions for children.
- Oversaw the installation of learning spaces, construction of emergency facilities, and rehabilitation of classrooms, ensuring the successful implementation of educational infrastructure.
- Maintained positive relationships with stakeholders through regular field visits and active participation in meetings with authorities and the Education Cluster.
- Proposed and prepared reports in a timely manner, providing valuable findings and recommendations to drive continuous improvement in project outcomes.

Case Worker for Disarmament, Demobilization & Reintegration– 10/2010 to08/2012 UNDP, South Sudan

- Conducted 153 individualized face-to-face counseling sessions, collecting data to develop personalized reintegration plans.
- Successfully reintegrated 1,356 ex-combatants, contributing to the development and selection of tailored reintegration packages based on labor market assessments.
- Created a comprehensive Community Resources Directory, enhancing access to local resources for the community.

- Played a key role in recruiting and selecting national NGOs/CBOs for Reinsertion projects, supporting ex-combatants, Women Associated with the Armed Forces (WAAFs), and Children Associated with the Armed Forces (CAAFs).
- Managed data entry and analysis, providing actionable insights to supervisors for informed decision-making.

Education

Diploma in Advanced English and Bible– 2020

World English Institute, USA

Diploma in Business and Legal Studies– 2014

Alison Certified Learning, UK

Certificates& Trainings

- Certificate in Understanding Human Rights | YALINETWORK (2018)
- Certificate in Servant Leadership | YALINETWORK (2018)
- Certificate in Effective Communication for Healthy Outcome | YALINETWORK (2018)
- Certificate in Responsible Leadership on Transparency and Good Governance | YALINETWORK (2018)
- Certificate in Public Health | UNHCR (2017)
- Certificate of Core Humanitarian Standards | Humanitarian Leadership Academy (2017)
- Certificate of Becoming a Manager/Coach | WFP (2016)
- Certificate of Ethics and standards of Conduct | WFP (2016)
- Certificate in Day-to-Day Negotiation for Managers | WFP (2016)
- UN prevention of harassment, sexual harassment & abuse of authority | WFP (2016)
- Certificate in DHIS | IRC (2015)
- Certificate in M&E Fundamentals | USAID/MEASURE (2015)
- Certificate of Inventory management | HP e-learning platform (2013)
- Certificate of customer relationship management (CRM) | HP e-learning platform (2013)
- UNDP IPSAS property, plant & equipment management certificate (2011)
- Safe and Secure Approaches to the field Environment (SSAFE) training | UNDP (2011)
- UNDP IPSAS Expense management – intermediate certificate (2011)
- Certificate of conflict resolution and management | SCYMI (2011)
- Certificate of Gender Journey (Thinking outside the box) | UNDP (2011)
- Community-based first aid (CBFA) | Sudanese Red Crescent Society (2009)
- Community based disaster preparedness (CBDP) | Sudanese Red Crescent Society (2009)
- Emergency Action Team (EAT) | Sudanese Red Crescent Society (2009)

Volunteering

- VolunteerEmergencyActionTeamMember-SudaneseRedCrossSociety- SouthSudan– JongleiState-05/2009 – Present
- ElectoralObserverforSouthSudanReferendum- SudanNetworkforDemocraticElections(Sunde)- SouthSudan – Jonglei State- 2011
- ResearchconsultantforLocaltoGlobalproject(L2GP)onProtection- Danchurchaid- SouthSudan- BorCounty- June2010–Oct. 2010
- HeadofMalekPollingCentrewithninepollingstations- National ElectionsCommission Js- SouthSudan- Jonglei State- 2010
- TheElectoral DataEntryClerkfortwoMonths|NationalElectionsCommission- SouthSudan- JongleiState| 2010
- TheElectoral -VotersRegistrar- NationalElectionsCommission- SouthSudan– JongleiState- 2009
- Volunteer teacher-Bor Public Primary& Nursery School- South Sudan – BorJonglei State- 2009
- Enumerator | Southern Sudan Centre For Census Statistics & Evaluation- South Sudan – 2008

Key Accomplishments

- DTM Operations Excellence- Successfully managed DTM operations by planning, coordinating, and

executing key activities, including community mobilization, crowd control, and screening. Recruited, trained, and deployed over 200 data collection teams nationwide, overseeing their payroll. Managed field operations budgets exceeding \$500,000. Led the launch and rollout of FSNMS+/ISNA surveys across three counties. Coordinated contract issuance, travel bookings, and payment for temporary staff and consultants in collaboration with HR and Finance departments.

- FFE Program Enhancement- Significantly improved the performance of the Food for Education (FFE) program by designing tailored tracking tools, achieving a 98% success rate in school reporting. Oversaw and supervised food storage across 29 school stores in the region. Led the assessment and recruitment of five new schools into the program and spearheaded the launch of a new school gardening project in the area.

Skills& Expertise

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| <ul style="list-style-type: none">• Monitoring and Evaluation• Partnership Management• Data Administration• Budget Oversight• Operations Management• Team Leadership• Community Mobilization• Field Office Management• Strong Communication Skills• Presentation Skills | <ul style="list-style-type: none">• Project Planning and Management• Training and Capacity Building• Conflict Resolution• Program Coordination• Humanitarian Standards Compliance• Strategic Planning• Stakeholder Engagement• Problem-Solving Abilities• Adaptability to New Challenges• Knowledge of Humanitarian and Development Frameworks |
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Languages

Arabic: |English:|Swahili: |