

# I AM JOSEPH XAVIER

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## Current Address

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## Permenant Address

Panamoottil House,  
Kalthotty, P.O  
Idukki 685507

**Marital Status:** Married

## *Languages Known:*

**Malayalam** (Mother Tongue, Fluent),  
**English** (Fluent),  
**Hindi** (Fluent),  
**Tamil**(Working Knowledge)  
Date of Birth: 14/03/1982

## EDUCATION

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***Post-Graduation: University of Delhi, Department of Social Work, MA in Social Work. May 2013***

- ***Graduation: Barkatullah University BHOPAL , Bhopal School of Social Sciences, Bhopal (BA) Bachelor of Arts (Social Work, Psychology, and English Literature), I Division, 2007***
- ***Plus Two: Central Board of Secondary Education, St Joseph Convent School, Sagar, Madhya Pradesh All India Senior School Certificate Examination, II Division, 2002***
- ***Metric: Kerala State Education Board Secondary School Leaving Examination, II Division, 1998 MMHS Nariyanpara, Idukki.***

## Work Experience 13+ YEARS

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### ❖ Executive, HelpAge India 5 YEARS (Continuing.)

***Focus Areas: Fund Raising, Awareness programmes of elderly through Schools, Advocacy,etc.***

### ❖ Center Incharge DDUGKY Calicut Kerala 2016

***Focus Areas: Total Administration of the Center, Mobilization, Teaching, Counseling***

### ❖ Team Leader, (2 Years) Kerala Rural Water Supply and Sanitation Agency (KRWSA)

Jalanidhi Project, Bisonvalley Gramapanchayat Idukki (SO-ASSO) 2014-15

***Focus Areas: Planning and implementing the project's activities.*** Providing brief support to BGs during post-implementation to stabilize scheme operations, providing specialized assistance-such as preparing groundwater recharge schemes, water quality monitoring, or in developing strategy and materials for sanitation and hygiene promotion programs in Bisonvalley Panchayat

### ❖ Project Executive, (6 Months) Kumily Organic Agro Farming Private Limited (AOFG) 2013 May- December.

***Focus Areas:*** Conducted meetings with panchayath and block panchayathu level for creating awarness about the dangers of piousness chemical fertilization in Kamakshi, Cumbummettu Kanchiyar panchayaths.

### ❖ Project Co-Coordinator, (5 Years) Sanjeevani Service Society, RDSSS and CDH, Madhya Pradesh.

***Focus Areas: Village community development activities as well as monitoring of PTA, PDS and MGNREGA Social Development Programming & Advocacy, Right based Approach 2003-06 & 2008-10(5 Years)***  
Conducted different programs like Focus Group Discussions to increase awareness about Goverenment welfare schemes in Villages; Usri, Padariyah, Silwani, in Districts of Bhopal, Raisen and Narasingh Pur Madhya Pradesh for 5 years. Facilitated Women Self Help groups meeting and functioning for improving livelihood in the community.

➤ **Social Work Intern. (1 Year) Child Welfare Committee, Lajpat Nagar, Delhi**

***Focus Areas: Child Rights Action & Advocacy, 2011-12, (1 Year)***

Conducted Rescue Operations of Children at distress, Documented Child Case histories, Conducted Rehabilitation programs by Child Counseling, Case Work, Group Work and Home Visits, Conducted cultural events and competitions for children at Children Home.

➤ **Summer Intern. Agricultural Organic Farming Groups India (AOFG India), Kerala**

***Focus Areas: Livelihood development, June –July 2012(45 Days)***

Conducted and participated in cluster-group farmers meetings for creating awareness on fair trade, organic farming etc. Organized farmers training programmes, documented cluster and FTPA's meetings (Farmers' Association), and training programmes etc. Conducted surveys, Worked for the amendment of Bye-laws of clusters and FTPA in order to get recognized in the Fair Trade Labeling Organization international

➤ **Social Work Intern. (1 Year) Aman Biradari, Delhi**

***Focus Areas: Homeless Rehabilitation, Child Rights Advocacy, 2012-13, (1 year)***

Networking with other NGOs to increase the opportunities of Homeless, Facilitated programs for reaching out different government welfare scheme among Homeless, Conducted Programs for improving health care access.

➤ **Block placement, AIDS HEALTHCARE FOUNDATION, INDIA CARES**

***Focus Areas: Administrative work, Awareness Campaign and Networking*** Conducted awareness programmes regarding HIV/AIDS and for HIV testing with mobile van, Networking with various National and International NGOs and organized a grand reception in Hotel Emerald at Connaught Place regarding March on Washington, Attended counseling sessions.

❖ **OTHER ACADEMIC ENGAGEMENTS**

➤ ***Volunteer: Fist Indian Social Work Congress, University of Delhi, Delhi, 2013***

➤ ***Rural Camp, Urmul Setu Sansthan, Bikaner, Rajasthan, 2012***

➤ ***Volunteer & Participant, Global Cancer Concern India***

➤ ***Volunteer & Participant, DSYM***

➤ ***Participant, National Conference on Homelessness 'City Makers' conducted by IGSSS,***

➤ ***Volunteer & Participant, International Condome Day conducted on 13/02/13 by AHF India***

➤ ***Participant, National Conference on Farmer Companies, poverty reduction and rural development conducted by***

AOFG India

❖ **COMPUTER SKILLS**

➤ **Proficient in MS Word,**

➤ **Excel,**

➤ **Powerpoint,**

➤ **Photoshop**

❖ **SKILLS AND INTERESTED AREAS TECHNIC**

➤ **Sports: Basket Ball** (Member of Runner Up team in Madhya Pradesh State Level Meet)

➤ **Badminton** (Runner up in Intra-department Singles Tournament, DSW, Delhi University)

➤ **Sprint Running** (Runner up in Intra-department 100m Tournament DSW, Delhi University)

➤ **Playing Music Instruments: Tabala, Conga**

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I declare that whatever is mentioned above are true to my knowledge and self.

