

# Fatima Taj

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EDUCATION			
Master of Social Work	Pondicherry University( Awaiting for certificates)	2022	8.60/10
Bachelor of Social Work	Marian College (Autonomous)  MG University	2019	6.30/10
CBSE (Class 12)	Gulf Asian English School  Sharjah	2016	72%
EXPERIENCE			
<b>HILLDEF - HILL INTEGRATED DEVELOPMENT FOUNDATION, Kakkanad   Social Worker</b>			Oct'10- Pursuing
<ul style="list-style-type: none"> <li>Conducted a field survey at Kokkayar grama panchayat of Idukki district for locals who lost their houses during the landslide that occurred during 2021 to submit the report to the government.</li> <li>Coordinated an Anti-drug awareness campaign for 40+ students at Kuttamassery GHSS in Ernakulam district.</li> <li>Designed and executed a children's day program for 30 students at pope paul mercy home, Thrissur.</li> <li>Coordinated and executed a signature campaign at Ernakulam railway station on the occasion of "international day against violence for women and children"</li> </ul>			
<b>DISTRICT CHILD PROTECTION UNIT, TRIVANDRUM   INTERN</b>			Mar'22-April'2
<ul style="list-style-type: none"> <li>Conducted a social investigation through homes visits for the District Child Protection Office and prepared 5 inquiry reports. The investigation was conducted based on the complaints received by the DCPO.</li> <li>As a part of Kerala government's Kaval Project, coordinated a two day workshop for 40+ school counselors in Trivandrum district on "de-institutionalization of psycho- social assessment of children"</li> <li>Coordinated an awareness program on world sleep day for 35+ girl residents in the Poojappura Shelter home</li> </ul>			
<b>PONDICHERRY INSTITUTE OF MEDICAL SCIENCES, PUDUCHERRY   INTERN</b>			Dec'21-Jan'22
<ul style="list-style-type: none"> <li>Conducted mental status examination &amp; prepared individual casework of 3 patients that diagnosed with Paranoid Schizophrenia</li> <li>Coordinated Remedial Education methods for children with Learning disabilities</li> <li>Interviewed 30+ women from Anachikuppam village in Puducherry as a part of a quantitative research to understand 'how married women dealt with Depression, Anxiety, and Stress during the COVID-19 lockdown'</li> </ul>			
<b>DON BOSCO VEEDU SOCIETY, TRIVANDRUM   INTERN</b>			Oct'19-Dec'19
<ul style="list-style-type: none"> <li>Worked with Railway child Help desk and participated in a programme for "World Girl child day"</li> <li>Worked with childline and coordinated classes for children in schools</li> <li>Mentored 25+ children from shelter homes</li> <li>Organized several programmes for school students during "International Day of the girl child"</li> </ul>			
<b>INTERNATIONAL HOLISTIC GUIDANCE AND RESEARCH CENTRE, SHARJAH   INTERN</b>			Dec'18 – Jan '19
<ul style="list-style-type: none"> <li>Worked as occupational and art therapist</li> <li>Provided therapy and training to 40+ children with determination</li> <li>Guided them to develop their cognitive skills and improve their finger dexterity</li> <li>Provided consultation to 5 parents with autistic children in order to bring cognitive changes in their children</li> <li>Designed and executed a one-day listening camp for 50+ specially-abled kids to enhance their listening skills</li> <li>Prepared a detailed report on the above mentioned and presented it in front of the authorities</li> </ul>			
<b>CENTER FOR INFORMATION AND GUIDANCE, CALICUT   INTERN</b>			Dec'17 – Jan '18
<ul style="list-style-type: none"> <li>Organized and Coordinated a 4-day student training excellence program for 60+ students</li> <li>Evaluated aptitude tests to identify the career interests of students</li> <li>Managed the registration process of the centre</li> </ul>			
<b>INTEGRATED CHILD DEVELOPMENT SCHEME   INTERN</b>			Dec'17 – Jan '18
<ul style="list-style-type: none"> <li>Conducted field survey on number functioning, Anganwadi, schools and libraries in Peerumedu block</li> <li>Conducted field study to identify children with special needs and provided them with assistance</li> </ul>			
<b>NAVAJEEVA KENDRA DE-ADDICTION AND REHABILITATION CENTRE   INTERN</b>			Jul'17 – Jul '17
<ul style="list-style-type: none"> <li>Provided occupational therapy to the inmates in the de-addiction center</li> <li>Managed the registration process of the center</li> </ul>			

## PROJECTS

<b>Pondicherry University</b>	<ul style="list-style-type: none"><li>• Conducted a quantitative research on “mental health awareness among university students” in india</li><li>• Interviewed 80+ students from 20+ universities in India through a questionnaire based on Mental Health literacy scale</li></ul>
<b>Marian College, Kuttikanam</b>	<ul style="list-style-type: none"><li>• Qualitative and quantitative research on authoritarian parenting and self-esteem among college students</li><li>• Interviewed 50+ college students over a period of one year</li><li>• Developed a report based on the findings and analyzed it using SPSS</li></ul>

## SKILLS & LANGUAGES

•SPSS (Data Analysis) •Kobo Toolbox (Data Collection/Survey) • MS Office  
•ENGLISH • HINDI • MALAYALAM •TAMIL

## REFERENCES:

**1. Dr. K. Anbu Krishnamoorthy**

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Department of Social Work  
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