

## **EDUCATION**

**Columbia University, School of International and Public Affairs**  
Master Degree in Public Administration, July 2006 – September 2007  
(Recipient of the Joint Japan World Bank Scholarship)

**New York, USA**

- *Grade:* Cumulative GPA of 3.81 out of 4 (overall 95.3%)

**Lady Shri Ram College, Delhi University**

**New Delhi, India**

Bachelors in Sociology (Honors Degree) July 1995 – May 1998

- First Position in Sociology, Lady Shri Ram College & Second Position in Delhi University, 1998
- Second Position in Sociology degree program, Lady Shri Ram College for the years 1996 and 1997

## **ACHIEVEMENTS**

- Recipient of the Red Cross Medal of Appreciation from HRH Princess Maha Chakri Sirindhorn, 2019
- Superior Performance Award & Best in Can Group Presentation Award, Program for Development Managers, Asian Institute of Management, Philippines, May 2004
- Scholastic Honors & First Position, Administrative and Management Course, Royal Institute of Management, Bhutan, May 2001
- Second Position, Royal Civil Service Commission Examinations, 2000
- Awarded Certificate of Achievement, Woodstock School, India, 1995
- Member of National Honors Society, Woodstock School, India, 1994
- Awarded Honors Certificate for outstanding scholastic ability and achievement, Woodstock School, 1993 and 1994

## **WORK EXPERIENCE**

### **UNICEF**

***Child Protection Officer, January 2014 to March 2017***

**Thimphu, Bhutan**

- Supported implementation of UNICEF and Government of Bhutan programme partnership in the areas of gender equality and child protection
- Developed and supported implementation of the Gender Action Plan for the child protection program
- Managed the child protection programme of UNICEF (USD 700,000 across all 20 Districts of Bhutan), including effective implementation (through ten key government and civil society partners) and efficient management of the budget
- Supported establishment of a child protection system in Bhutan, through creation of an enabling environment, establishment of services and systems and promotion of knowledge among children and young people on their protection rights and services. Some specific areas of support included technical support in the drafting of child protection legislations, support towards institutionalization of child and women friendly procedures in the police training curriculum, and support for child monks and nuns at the monastic institutions
- Managed a three-phase violence against children research (2013-16) which for the first time generated important qualitative and quantitative data and knowledge on drivers and prevalence of violence against children and young people in Bhutan. I managed the institutional contracts of three consultancy firms (one international and two national), coordinated with the Government (including Core Working

Group and Steering Committees), supported formulation of research methodology and design, monitoring of data collection, data tabulation and analysis and finalization of report.

- Conducted more than 10 trainings on child rights and child protection for professionals working with/for children in the Government and CSOs, as well as for children and young people
- Developed more than 10 resource mobilization proposals and programmes briefs on child protection, child marriage, resilience, adolescent participation and empowerment
- Core Working Group member of the Knowledge Attitudes Practices (KAP) study on persons with disabilities in Bhutan
- Supported the midterm review process for the UNICEF child protection programme, with aim to review the progress to date, and make recommendations for the remaining years of the programme
- Ensured effective communication and networking by engaging cross sectoral agencies and partners to work closely on advocating and knowledge sharing on issues such as child marriage, gender, children with disabilities, child rights, child protection and youth participation

**Adolescent Development and Participation Officer**, July 2012 to December 2013 **Thimphu, Bhutan**

- Managed the UNICEF adolescent development and participation program (ADAP) of USD 300,000 across Bhutan
- Timely preparations of work plans, progress reports and annual reports
- Involved in the consultative process in drafting the United National Development Assistance Framework (UNDAF) country cycle program, on issues relating to ADAP / youth and child protection.
- Supported promotion of youth as leaders and partners through youth participation initiatives such as the Youth Initiative, which provided a platform for young people to come together (like a parliament) to voice their opinions on key areas affecting their lives
- Strengthened availability of accurate data by establishing a database of youth group activities and through regular engagement with youth agencies and groups.
- Supported strengthened and diversified partnerships of adolescent and youth issues in Bhutan, including through building partnerships with civil society organizations and through engagement as Co-chair of the National Action and Coordinating Group against Violence against Women and Children (NACG).

**Ministry of Economic Affairs** **Thimphu, Bhutan**

**Senior Industry Officer**, Department of Cottage & Small Industry, January 2011 – July 2012

- Involved in planning, coordination, budgeting and reporting of the Asian Development Bank supported Micro Small and Medium Enterprise (MSME) Sector Development Programme
- Supported the development of MSME policy, strategy & action plan for Bhutan.
- Developed contents for the MSME website to facilitate information dissemination to the MSMEs.
- Working Committee member for Regulatory Impact Assessment (RIA) in Bhutan. Team Leader of the RIA study tour to Australia. Participated in formulating the Rules & Regulations and Guidelines for RIA in Bhutan and presented them to the Committee of Secretaries.
- Conducted awareness programs on a cost sharing facility initiative to support entrepreneurs in Bhutan.

**Ministry of Economic Affairs** **Thimphu, Bhutan**

**Planning Officer**, Policy & Planning Division, July – December 2010

- Coordinated of intra-ministerial meetings
- Focal person for issues relating to cottage and small enterprises
- Member of the mid-term review team of the Tenth Plan activities for the Ministry

**Ministry of Economic Affairs****Thimphu, Bhutan****Planning Officer**, Policy and Planning Division, January– December 2008

- Supported drafting of the Economic Development Policy for the Ministry of Economic Affairs
- Participated in the review of FDI Policy and Simplification of the Business Licensing Procedures
- Involved in the final stages of the Rural Enterprise Development Programme and the preparation of PPD's first UNDP Eighteen Month Rolling Plan
- Coordination of intra-ministerial meetings

**Ministry of Trade and Industry****Thimphu, Bhutan****Programme Coordinator**, Rural Enterprise Development (RED) Programme June 2005 – June 2006

- Managed the UNDP supported programme with the main objective towards enhancing sustainable livelihoods through increased incomes in rural areas - including effective coordination of budgeting, planning, reporting and midterm review of the programme
- Supported facilitation of creation of conducive environment for private sector by supporting institutional strengthening, business promotion, marketing and promotion of non-agricultural enterprises
- Developed the cane and bamboo industries in two Districts and promoted creative dying techniques and methods for the rural weavers in two regions.
- Involved in the mid-term review of the RED Programme

**Asst. Planning Officer**, July 2001 – June 2006

- Planning and budgeting activities for the Policy & Planning Division
- Supported Formulation and coordination of the Private Sector Development Programme of World Bank in Bhutan including the World Bank Private Sector survey in 2001
- Coordinated logistics and facilitated interactions between the World Bank, Government and stakeholders
- Supported the Private Sector Development Committee by coordinating and taking minutes of the quarterly meetings and following up on recommendations

**Other Work Experiences: International Experience (Internships/Teaching Experience)****Bright Horizons Solutions****New York, USA****Associate Teacher**, June 2009 – January 2010

- Taught pre-school and kindergarten children using a hands-on approach and building upon established foundations of learning

**International Pre-School (IPS)****New York, USA****Assistant Teacher**, September – December, 2007

- Taught pre-school children at the International Pre-School

**United Nations Conference for Trade & Development (UNCTAD)****New York, USA****Intern**, June – September 2007

- Research trade and development issues in particular, its linkages with climate change
- Preparing briefing notes and summaries on intergovernmental meetings
- Monitoring the General Assembly on UN reform process

**Sunshine School****Thimphu, Bhutan****Teacher**, English Language, Kindergarten to Grade 3, March to June, 2000

**Royal Society for the Protection of Nature****Thimphu, Bhutan***Volunteer*, October – November 1998

- Involved in protection and conservation of the environment especially the endangered Black Necked Cranes
- Researched feasibility of a new environment project linking Religion, Culture and Environment
- Involved in researching and identifying bus routes and bus stops
- Involved in restructuring the library and making it more accessible to students and outsiders

**Youth Guidance and Counseling Section, Education Department****Thimphu, Bhutan***Volunteer*, July to September, 1998

- Drafted the document “Life Goal Setting, Job Search and Interview Skills”

**SELECTED TRAININGS & WORKSHOPS**

- Facilitated workshops for more than 150 young nuns on child protection and child rights, June 2016
- Participated in conference on Improving Standards for Alternative Care, New Delhi, March 2016
- Participated in the UNGEI South Asia Regional Meeting, April 2015
- Participated in the Programme Policy and Procedure (PPP) training workshop, May 2014
- Participated in the child protection network meeting, June 2014
- Facilitated sessions on child protection at youth forums in two schools, 2014
- Participated in the Training of Trainers course on Rights, Education and Protection of children with disabilities, October 2013
- Participated in the Regional Policy Dialogue for Adolescents (ADAP) in South Asia, September 2013
- Participated in the Adolescents Focal Persons Networking meeting for South Asia, September 2013
- Training of Trainers course on Child Protection, August 2013
- Participated in the training session on gender for UNICEF staff, May 2013
- Workshop on Building a Cadre of Mental Health and Psychosocial support professional, March 2013
- Participated in the training session on ethics and integrity for UNICEF staff, March 2013
- Child Protection Study Tour to Scotland, February 2013
- Seminar – Holistic Early Childhood Care and Development, November 2012
- Training on Child Protection, November 2012
- Training of Trainers (ToT) Course on Child Rights - October 2012
- Team Leader for Regulatory Impact Assessment (RIA) Working Committee study tour in Australia, December 2010
- Attended the Regional Training Course on Key Issues on the International Economic Agenda by UNCTAD in Vietnam, November- December 2004
- Attended Program for Development Managers course by AIM, Philippines, May 2004
- Attended the Environment Management Course by DANIDA in Denmark from April to June, 2002
- Attended the Administrative Management Course, Royal Institute of Management (RIM), Bhutan, January-June, 2001

## **SELECTED E-LEARNING COURSES COMPLETED**

- Introduction to Nutrition, 2019
- Children and Climate Change, 2018
- Integrating Child Rights in Development Cooperation, 2016
- UN Human Rights Responsibilities, 2016
- Ethics in Evidence Generation in UNICEF, 2016
- Imperatives of Innovation and Leadership in Strategy, 2016
- Different Needs, Equal Opportunities: Gender Equality in Programming, August 2015
- Ethics and Integrity at UNICEF, July 2015
- Introduction to Child Protection, April 2015
- UN Cares – HIV in the workplace
- Socio-economic policies for child rights with equity, July 2013
- A Principled Approach to Humanitarian Action (PATH), July 2013
- Gender Equality, UN Coherence and You, March 2013
- Programming for Infant and Young Child Feeding, November 2012
- WIPO Distance Learning Course on Intellectual Property, May 2004

## **VOLUNTEER WORK/EXTRA-CURRICULAR ACTIVITIES**

- Executive Committee Member of Thai Red Cross Diplomatic Bazaar, 2018-2020
- Core Working Group member of RENEW (an NGO that supports survivors of domestic violence), February 2015 to present
- Steering Committee member for Youth Initiative for Debate, Deliberation & Development, 2013
- Committee Member for the Pemachholing Nunnery in Tang Bumthang, April 2010 to present
- Youth representative from Bhutan in the Hands Across the Borders Expedition (17000 km drive through 5 South Asian countries) to promote regional peace and harmony, 1999.
- Volunteered at Prayas, a nonprofit organization that assists marginalized children and their families through programs such as non-formal education, 1997-1998

## **PUBLISHED AUTHOR OF CHILDREN ILLUSTRATED BOOKS**

- The Gift, 2018 (*Book has been translated into Thai and published in Thailand*)
- Kado Goes to the Tshechu, 2019
- The Right Thing, 2020
- The Gap, 2021
- Just the way it is, 2021

## **LANGUAGES AND COMPUTER SKILLS**

- Dzongkha(native), English (fluent), Hindi (spoken), Nepali (spoken)
- Microsoft Office, good with internet research
- Touch Typing (excellent speed)