
HEAD OF DEPARTMENT OF OPERATION AND METHODOLOGY

Name: Americo Soares

Photo :



Profile

- 1) **Place/date of birth:** Mr. Americo was born in Matahoi on 4 May 1973.
- 2) **Education:**
 - Mr. Americo finished his Primary school in SDN I Uatolari in 1987;
 - He then finished his Junior High School in SMPN I Uatolari in 1990;
 - Further he completed his Senior High School in SMAN I Baucau, in 1993.
 - Lastly, Mr. Americo achieved a Bachelor Degree in Agriculture with specialization in Agronomy at the University National Timor-Lorosae (UNTL) in 2005.
- 3) **Training:**

Mr. Americo has enhanced her knowledge and skills through a range of training courses both in the country and overseas as follows:

 - He attended a Basic Statistic training in Dili for 1 month, 01-28 May 1997;
 - Organization and Management training in CISPE- Dili for 1 week, 17 – 28 September 2001;
 - Economic Institution Capacity Building program for the Public in the Ministry Planning and Finance - Dili for 2 weeks, 27 January 2003- 07 February 2003;
 - Training for CPI - on the Job Training for 5 Months, 01 January 2003-01 May 2003;

- Poverty analysis and Monitoring Training in DNE-Dili, for 1 Month, 01 May 2004-01 June 2004;
- Regional Poverty Measurements training in Jakarta for 2 Weeks, 29 November 2004-10 December 2004;
- Training on Developed the questionnaires, manuals and training material for the Timor-Leste Survey of Living Standards 2007 from 15 January – 3 February 2006 in Sistemas Integrales Santiago, Chile.
- Training on Data analyst and Tabulation TL SLS 2007 in Sistemas Integrales Santiago Chile from 05 – 26 July 2007;
- Millennium Development Goals Statistics from 01-03 September 2007;
- Household survey Methodology and data Entry program using CPro 3.3 in Sistemas Integrales Santiago Chile from 04 – 25 September 2008;
- Training on Analysis, Interpretation and Dissemination of Official Statistics in Japan from 05-23 April 2010.

4) Experience:

- Mantri Statistic Sub District Alas District Manufahi, 1994 to 1997;
- Mantri Statistics Sub District Same District Manufahi, 1997 to 1999;
- Undertook the job as the Responsible for the Consumer Price Index (CPI), 2001 to 2003;
- Administrator and Finance officer of the Demography Health Survey (DHS 2003) for 4 Months (April - August 2003);
- Assistant of the data manager of the census 2004 for 2 Months (July to September 2004);
- Data manager of the living standard measurement survey for 1 Year (2006-- 2007);
- Manager Behavior change communication (BCC) Survey, 2008;
- Manager of DHS 2009 for 6 Months (August 2009 to January 2010).

Related information- *The Head of Department of Operation and Methodology* **TASKS**

- Maintain and update databases;
- In coordination with the DSS, conduct studies on business or production;
- Coordinate the design and execution of the collection of statistic data, studies, researches and population censuses;
- Coordinate and supervise the work by the statistical officers placed at the districts and relevant State departments, such as the
- Ministry of Agriculture and Fisheries, the Ministry of Education and the Ministry of Health;
- Draft annual reports on the operations of the department;

- Participate in the drafting of annual budgets;
- Develop short, medium and long term work plans;
- Perform other tasks given by law or delegated by the National Director.