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Summary:

PROFESSIONAL EXPERIENCE

WORK EXPERIENCE

04/2022-present, Central Asian Regional Economic Cooperation Institute (Urumqi, PRC)

07/2024-present Chief of Capacity Building Division

04/2022-07/2024 Senior Specialist on Research and Knowledge Connectivity, Secretary of Publication Board

Chief of Capacity Building Division

- Lead and supervise the planning and implementation of capacity building strategy work plan and budget, under CAREC Institute's priorities and areas of focus.
- Oversee the design, organization and implementation of CAREC Institute's capacity building programs, leading the completion of at least 12 core capacity building programs per annum.
- Work proactively with governments, development institutions, think tanks, academe, private sector, and other partners to mobilize intellectual and financial resources for CAREC Institute's capacity building programs.
- Create network related to CAREC Institute's capacity building programs to ensure continued sharing of best practices and program sustainability.
- Lead the completion of post-training documents, possibly policy briefs and training materials, including case studies and handbooks, to form the institutional memory of capacity building programs.
- Act as a resource person for capacity building activities, including giving lectures or presentations when possible.
- Provide support to other CAREC Institute's knowledge activities such as forums, conferences and webinars.
- Guide a diverse team to strengthen CAREC Institute's capacity building ability, providing coaching and mentoring to team members and supporting their ongoing learning and development.
- Offer professional input and advice to the CAREC Institute Management on various institute-wide issues including research strategy, annual research agenda, and staff work plans.
- Perform other functions determined by the management based on institutional needs.

Senior Specialist on Research and Knowledge Connectivity, Secretary of Publication Board

- Play the role of connector between Institute' research, capacity building and knowledge management functions throughout the organization. Lead the process of their integration and build strategies to increase productivity and efficiency of interdivisional work.
- Engage with relevant divisions for synchronization of research activities of CAREC Institute based on CAREC Program and CAREC Institute Strategies as well as member country priorities.
- Work with research Division to develop quality indicators for the research outputs.
- Participate in the process of research reporting, output preparation and, dissemination through regular pre and post research events, meetings, and dissemination activities.
- Closely liaise with capacity building division on preparation and conduction of the Institute's research -based policy dialogues, capacity building activities. Provide inputs to

the process of the preparation, public information on CAREC research related events such as research conference, policy dialogues and trainings.

- Establish knowledge databases relevant to CAREC Institute operations with a particular focus on CAREC priority sectors and cross-sectoral themes.
- Manage Institute's knowledge products and initiatives through appropriate means, including portals, newsletter, multiple adaptations of research products, e-knowledge platform and CAREC website in close consultation with internal and external experts on information systems and technology as well as all divisions concerned for efficient implementation.
- Assist in developing a network of institutions in the CAREC region, as well as outside that could collaborate in delivering and financing the CAREC Institute work program; and,
- Undertake any other activities as directed by CAREC Institute 's management based on the institutional needs.

04/2014-07/2023, Microcredi-Deposit Organization Humo (Dushanbe, Tajikistan)

Chair of Supervisory Board

- Providing leadership and guidance to the board members, ensuring effective functioning of the board.
- Overseeing the overall governance and strategic direction of the organization.
- Ensuring compliance with legal and regulatory requirements.
- Monitoring the performance of the executive management team and providing support and guidance as needed.
- Representing the organization externally and building relationships with stakeholders, including regulators, investors, and partners.
- Leading the process of appointing and evaluating board members and ensuring the board's composition reflects the necessary skills and diversity.
- Chairing board meetings, setting the agenda, and fostering open and constructive discussions among board members.
- Upholding high standards of ethics and integrity, and ensuring that the organization operates in a transparent and responsible manner.
- Providing oversight of risk management and internal controls to safeguard the organization's assets and reputation.
- Advocating for the organization's mission and values, and promoting its long-term sustainability and impact.

03/2020-04/2022, Irshad Consulting (Dushanbe, Tajikistan)

Co-founder, Consultant

- Consultant for ADB TA-9493 TAJ: Improving Urban Policy for Small and Medium Enterprises' Growth and Economic Diversification - NGO for conducting Unemployed Youth Survey (period: 2020-04/2022)
- Organized training for enumerators and youth on survey data collection.
- Research methodology and survey questionnaire development.
- Database management, analysis and report writing.

09/2020-02/2021 Short Term Consultant for ADB

- SC 115066 TAJ: Country Partnership Strategy (CPS) for Tajikistan covering the period 2021–2025 (period 2020), data collection and compilation.

08/2013-07/2016 Short Term Consultant for WB

- Research on Tajikistan's Work Force Development: statistical data and econometric analysis.
- Skills survey research in Tajikistan, Uzbekistan and Kyrgyzstan: statistical data and econometric analysis.
- Jobs diagnostic research for Tajikistan: statistical data and econometric analysis.

11/2002-08/2021, Open Society Institute - Assistance Foundation (Dushanbe, Tajikistan)

08/2016-08/2021, Executive Director

09/2013-07/2016, Program Director & Monitoring and Evaluation Coordinator

08/2006 - 08/2009, Grants manager*

11/2002-08/2006 Economic and Business Development Program Coordinator†

Executive Director

- Responsible for effective implementation of OSF mission on promoting of open societies and Foundation's priorities in Tajikistan.
- Working closely with governmental and non-governmental stakeholders, and international organizations, independent media, and businesses.
- Overlooking for all program operations (the development strategy and working plans, budgeting, execution support, reporting, portfolio reviews, monitoring and evaluation).
- Leading and responsible for all publications, including policy papers, policy briefs and advocacy papers, monitoring and evaluation reports, Foundation's annual reports.
- Responsible for overall management, including strategic, transparent and effective financial performance, serve as a liaison between OSF headquarters in New York, London and Berlin.
- Preparing Foundation's overall strategy and budget, overseeing the expenditure of funds.
- Developing grant making and operational policies and procedures, which ensure transparency and accountability.
- Hiring and supervising Foundation's personnel and ensuring that fair and effective HR policies are in place.
- Ensuring that the Foundation follows all local statutes and relevant legislation, and with OSF policies and directives.
- Leading role in developing strategies for capacity building activities and research projects for policy making with civil society engagement.
- International and national advocacy activities with ministries, governmental agencies and international organizations.
- Responsible for monitoring and evaluation activities of the country office, including participation in the gender sensitivity analysis of the program.
- Participating in OSF internal and public events, including conferences, round tables, debates, and advocacy meetings with presentations.

Program Director

- Developing program strategies and working plans.
- Analysis and evaluation of programs for the implementation of strategic plans, development of recommendations for its improvement.
- Operating and monitoring the status of grant projects, assessing their achievements.
- Providing technical and advisory guidance to the program staff, as well as coordination of their efforts to achieve the strategic goals and objectives of programs.
- Development of analytical documents and periodic reports on program activities.

* From Sept 2009 to Sept 2013 completed PhD Degree in Economics in the USA.

† From Sept 2003 to Nov 2004 completed Master's Degree in Management, Economics and International Relations in the UK.

- Organizing capacity building trainings and research for policy making.
- Contributing to the professional development of program staff.
- Ensuring the proper management and control of the daily official activities of subordinate employees' programs.

Grants manager

- Analyzing the implementation of requirements of contracts with external donors.
- Analyzing and to developing necessary Foundation's grants management regulations.
- Controlling Foundation's grants management process in Tajikistan.
- Managing the Travel Grant program.
- Corresponding with external donors, applicants and grantees.
- Helping Foundation staff in solving financial and grant procedures problems to ensure implementation Foundation's international regulations requirements.
- Consulting applicants and grantees on Foundation's regulations requirements.
- Reporting periodically to external donors, on Travel Grants program strategy implementation.
- Gathering statistical data and information for external evaluation of Foundation's activities.
- Conducting internal audit and organizing the external audits of the Foundation according to donors' requirements.
- Conducting the monitoring of Foundation's grants including financial evaluation of grantees.
- Conducting pre-grant evaluation of grant application budgets as well as budgets of operational activities.
- Conducting trainings to newly recruited Foundation's staff on grants management system.
- Developing Foundation's rates on standard services rendered to the Foundation.
- Controlling the implementation of requirements of Foundation's internal rules and regulations.
- Providing trainings on grants management policies to the staff and grantee organizations.
- Ensuring duly grant closing.

International experience

- 09/2007 - Consulting Soros Foundation of Kyrgyzstan on grant management.
- 04/2007 - Presentation in the seminar for the personnel of the Soros Foundation - Kazakhstan on the third-party experience: a case of the funding from the European Commission.
- 09/2006 - Consulting the Afghan Foundation for Culture and Civil Society on grant management and budget monitoring issues.

Economic and Business Development Program Coordinator

- Supervising program staff in order to ensure effective implementation of projects.
- Initiating new projects on facilitation of economic reform in Tajikistan, in particular, in development of sustainable and effective economic infrastructure, improvement of socio-economic and legal climate creating favorable conditions for development of small and medium businesses.
- Organizing free trainings and necessary seminars by lecturers of Polish Microfinance Center to members of Microfinance Coalition and governmental officials in order to increase the sustainability of organization providing microfinance services in Tajikistan.
- Managing the work of an analytical group of professional and academic lawyers in analyzing Tajikistan legislation on its transparency and its maintenance of the base for free entrepreneurship in Tajikistan.
- Established Tourism Development Center under Commercial University of Tajikistan with the aim to provide a free access to information on existed tourist potentials of Tajikistan to foreign tourist agencies and new international techniques and methods of business in

- tourism to Tajik private tourist agencies.
- Supporting activities on improvement of business education among business people through establishment of the network of business support centers in Tajikistan, preparation trainers and legal consultants.
- Assisting in establishing independent arbitrary courts in Tajikistan through the analysis of existed legal acts, drafting of a new law on arbitration courts, organization of seminars and trainings for arbiters, financial support to build the permanently functioning arbitration courts.
- Assisting Executive Director of the Foundation in setting up policies and procedures, strategic planning and future program development.
- Preparing periodical reports on program projects and activities (monthly, quarterly, semiannually and annually).

**09/2002 -11/2002, French Non-Governmental Organization ACTED (Dushanbe, Tajikistan)
Appraisal, Monitoring and Evaluation manager assistant**

- Monitoring by regular auditing of all programs by cross-checking their self-monitoring and the in-depth auditing wherever a problem is found.
- Evaluation of projects through the collection of data at any stage of their implementation, their comparison and analysis.
- Interviewing beneficiaries for the necessary data and detection of any illegal acts of the staff.
- Improving the quality of data through the tight collaboration and inter-data change with regional statistical agencies.
- Building a form of monitoring and define necessary variables for following statistical analysis.

06/1998-08/2000, Dushanbe City's Executive Committee (Dushanbe, Tajikistan)

05/2000-08/2000 Deputy Head of International Department

08/1999-05/2000 Chief Specialist of International Department

10/1999-09/2000 Economist of 1 st category of Finance Department (part-time)

06/1998-08/1999 Specialist of the 1st category of International Department

Deputy Head of International Department

- Conducting diplomatic protocol: organize meetings of Committee's officials with foreign delegations, foreign diplomatic and business representatives.
- Coordinating activities with Tajik Ministry of Foreign Affairs concerning visits of foreign country official delegations.
- Preparing necessary decrees of the Chairman of Dushanbe City's Executive Committee concerning foreign affairs of the Committee.
- Writing minutes of Committee officials' negotiations with foreign representatives and keeping necessary documents and papers on mutually agreed cooperation.

Chief Specialist of International Department

- Preparing visa applications of Committee officials visiting foreign countries and foreign delegations visiting Dushanbe city by the invitation of Committee officials.
- Preparing visits of foreign delegations to Dushanbe.

Economist of 1st category of Finance Department (part-time)

- Translating financial reports from Russian to Tajik and English and vice versa.

Specialist of the 1st category of International Department

- Responsible for logistics of visits of foreign delegations to Dushanbe city, visits of Committee officials to foreign countries.
- Translating correspondence into/from English to Russian.

06/1996-02/1998, Tajik State Statistical Agency (Dushanbe, Tajikistan)

Economist of the 1st category of the Department of External Economic Affairs

- Collecting and clustering data on export and import activities of Tajikistan for statistical analysis and reports to the Government of Tajikistan.
- Preparing a quarterly report on foreign direct investment inflow to Tajikistan.
- Collecting quarterly data on currency transactions in exchange market.

EDUCATION AND ACADEMIC EXPERIENCE

09/2009-10/2013, Rutgers University (New Brunswick, NJ, the USA)

- Ph.D. in Economics.
- Dissertation: "Impact of Migration on Professional Education, Job Satisfaction and the Informal Sector".
- Dissertation Committee Members: Professor Ira Gang (chair), Professor John Landon-lane, Professor Hiroki Tsurumi, and Professor Alexander Danzer (outside member).
- Alfred S. Eichner Prize in Economics (2013).
- Monroe Berkowitz Memorial Award (2013).
- Research Assistant for Professor Ira Gang (Spring 2012).
- Research Assistant for Professor John Landon-Lane (Fall 2011, Spring 2013).
- Laboratory Experiment Assistant for Professor Barry Sopher (Spring - Fall 2012).
- Teaching Assistant for Graduate Course on Advanced Economic Statistics (Fall 2013).
- Grader for undergraduate courses: Development Economics (Fall 2011, Fall 2012, Spring, 2013), Population Economics (Spring 2012, Spring 2013), Research Seminar on Market Discipline (Fall 2012), Microeconomic Theory (Spring, 2012).
- Fields: Development Economics, Labor Economics, and Econometrics.
- Open Society Institute Scholarship.

09/2003-11/2004, The University of St.Andrews (St. Andrews, Scotland, the UK)

- Master of Letters in Management, Economics and International Relations.
- Masters' Thesis: "Economic Development of Small States Under Free Trade Agreements".
- Open Society Institute/Chevening/St.Andrews University Scholarship.

09/2000-07/2002, North-Eastern University of China (Shenyang, Liaoning, China)

- Certificate, Promotion Studies in International Trade (language of study: Chinese).
- UNESCO Great Wall-2000 Scholarship.

09/1994-07/1999, Tajik State National University (Dushanbe, Tajikistan)

- B.A., International Economic Relations, Honors.
- Bachelor's Thesis: "Economic Integration in the Commonwealth of Independent States".

TEACHING EXPERIENCE

03/2006 -08/2009, Tajik State National University (Dushanbe, Tajikistan)

Associate teacher at the Department of International Economic Relations

- Conducting lectures and seminar classes for undergraduate students on Tourist infrastructure.

PUBLICATIONS

1. In coauthorship with Ira N. Gang, and Gil S. Epstein (forthcoming). Schooling Forsaken: Education and Migration. *World Scientific Handbook of Global Migration, Volume 1: Immigration and the Labor Market: A Global View of Assimilation and its Aftermath*.
<https://worldscientific.com/worldscibooks/10.1142/12577-vol1#t=aboutBook>

2. In coauthorship with Ira N. Gang, and Gil S. Epstein (forthcoming). Schooling Forsaken or Not? Prestige, Education and Migration and their Political Economy. *GLO Handbook*.
3. Book Editors - Syed Shakeel Shah, Iskandar Abdullaev, Qaisar Abbas, Shakhboz Akhmedov, and Ilhom Abdulloev (2023). *Resilience and Economic Growth in Times of High Uncertainty*. CAREC Institute.
4. In coauthorship with Ira N. Gang, and Gil S. Epstein (2020) [A Downside to the Brain Gain Story](https://doi.org/10.2478/eoik-2020-0017), *Economics* 8(2). <https://doi.org/10.2478/eoik-2020-0017>
5. Changes in the Forsaken Schooling and Migration Relationship in Tajikistan (Chapter 10), in [Brain Drain vs Brain Circulation \(Central Asia\)](#), 2020.
6. COVID-19 Impact Assessment: Kyrgyz Republic, IFC Survey Report, August 2020.
7. COVID-19 Impact Assessment: Republic of Tajikistan, IFC Survey Report, August 2020.
8. COVID-19 Impact Assessment: Republic of Uzbekistan, IFC Survey Report, August 2020.
9. In coauthorship with Kahramon Bakozoda, Parviz Khakimov, Jamshed Kuddusov, Saodat Olimova, Malika Bahovatdinova, Gulnora Beknazarova, and Abduaziz Kasymov, Enerelt Murakami, Eiji Yamada, and Akira Murata (2020) [Migration, living conditions and skills: Panel Study - Tajikistan, 2018](#), JICA Research Institute Report.
10. In coauthorship with Ira N. Gang, and Gil S. Epstein (2020) [Migration and Forsaken Schooling in Kyrgyzstan, Tajikistan, and Uzbekistan](#), *IZA Journal of Development and Migration*, 11(1). <https://doi.org/10.2478/izajodm-2020-0004>
11. [Job Dissatisfaction and Migration: Evidence from Tajikistan](#) (2018) *IZA Journal of Development and Migration*. <https://doi.org/10.1186/s40176-018-0132-8>
12. In coauthorship with Ira N. Gang, and Gil S. Epstein (2015) [Ethnic Goods and Immigrant Assimilation](#), *The Economics of Cultural Diversity*. <https://doi.org/10.4337/9781783476817>
13. In coauthorship with Ira N. Gang, and Myeong-Su Yun (2014) [Migration, Education and the Gender Gap in Labor Force Participation](#), *European Journal of Development Research*, Vol. 26, Issue 4, pp. 509-526.
14. In coauthorship with Ajwad, Mohamed Ihsan; Hut, Stefan; Audy, Robin; de Laat, Joost; Kataoka, Sachiko; Larrison, Jennica; Nikoloski, Zlatko; Torracchi, Federico (2014) [The Skills Road : Skills for Employability in Tajikistan](#). World Bank, Washington, DC.
15. In coauthorship with Ajwad, Mohamed Ihsan; Audy, Robin; Hut, Stefan; de Laat, Joost; Kheyfets, Igor; Larrison, Jennica; Nikoloski, Zlatko; Torracchi, Federico (2014) [The Skills Road : Skills for Employability in Uzbekistan](#). World Bank, Washington, DC.
16. In coauthorship with Ajwad, Mohamed Ihsan; de Laat, Joost; Hut, Stefan; Larrison, Jennica; Audy, Robin; Nikoloski, Zlatko; Torracchi, Federico (2014) [The Skills Road : Skills for Employability in the Kyrgyz Republic](#). World Bank, Washington, DC.
17. In coauthorship with Ira N. Gang, and John Landon-Lane (2011) [Migration as a Substitute for Informal Activities: Evidence from Tajikistan](#), *Research in Labor Economics* (2012) 34(0) 205-227.
18. Customs Union: to Join or Not, newspaper article ([Таможенный союз: вступать или нет? | Новости Таджикистана ASIA-Plus \(asiaplustj.info\)](#))

Analytical contribution:

- Victoria Strokova and Mohamed Ihsan Ajwad (2017) [Tajikistan Jobs Diagnostic : Strategic Framework for Jobs](#). Jobs Series;No. 1. World Bank, Washington, DC.
- Mohamed Ihsan Ajwad and Sarah Berger Gonzalez (2018) [Jobs in the Kyrgyz Republic](#). World Bank, Washington, DC.

RESEARCH AFFILIATIONS

- Corresponding member of Tajikistan's Engineering Academy.
- Research Fellow of Global Labor Organization (GLO)
- Research Fellow at European Institute of Labor (IZA).

ACADEMIC CONFERENCES AND WORKSHOPS

09/2017 ICID/IZA/Renmin University/UCW Workshop: [Labor Markets in Transition in China, Mongolia and Central Asia](#)

- Job Dissatisfaction and Migration: Evidence from Tajikistan

05/2013 **The 16th European Summer School in Labor Economics (Munich, Germany)**

- Presentation on Job Dissatisfaction and Migration: Evidence from Tajikistan.

08/2011 **Summer School on Migration and Remittances in Central Asia (Almaty, Kazakhstan)**

- Presentation on Migration effects on Schooling Decisions

RELEVANT SKILLS

Languages

- Tajik- Native; English - fluent; Russian - fluent; Chinese (Mandarin) - fair; Persian (Farsi) - good.