



## Assistant Project Manager

- **Vacancy for:** 5
- **Posted on:** Sept. 18, 2018
- **Deadline:** Sept. 25, 2018, 11:59 p.m.

### Basic Job Information

Job Category	: Construction / Engineering / Architects
Job Level	: Senior Level
Employment Type	: Full Time
Job Location	: Tripureshwor, Kathmandu, Central Development Region, Nepal
Offered Salary	: NRs. 50,000.00 - 90,000.00 Monthly

---

### Job Specification

Education Level	: Graduate (Masters)
Experience Required	: Not Required
Professional Skill Required	: MS Project, Communication Skills, Analytical, AutoCAD, Presentation, Management, MS PowerPoint, Leadership

### Other Specification

- Preferably should hold [M.Sc.](#) degree in Civil Engineering from reputed college
  - Minimum of 5 years working experience in site planning & execution
  - Should be able to lead a project independently
  - Should possess excellent leadership skills & should be thorough with construction dynamics
  - Preference will be given to candidates who have worked in construction company
- 

### Job Description

- Assisting the Project Manager on daily activities
  - To execute a project within specified time and budget.
  - Review project related reports and documents
  - Take a role of Team Leader and supervise the overall work of the project
  - Data management of the already existing clients
  - Updating the Project Manager on any Potential Client lead and following up on it
  - Complete tasks as assigned by the Project Manager
- 

### Applying Procedure

Apply Link : <https://merojob.com/assistant-project-manager-8/>

Generated By

