



ECA Coordinator/ Club Coordinator (Part Time/ Full Time)

- **Vacancy for:** 1
- **Posted on:** April 15, 2018
- **Deadline:** April 25, 2018, 11:55 p.m.

Basic Job Information

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| Job Category | : Teaching / Education |
| Job Level | : Mid Level |
| Employment Type | : Full Time , Part Time |
| Job Location | : Lokanthali, Bhaktapur |
| Offered Salary | : Negotiable |

Job Specification

Education Level : Under Graduate (Bachelor)
Experience Required : Not Required

Other Specification

- Must have Bachelors degree in any discipline
 - Should have work experience of at least 2 years in similar field/role
 - Able to work well with others in a team-oriented environment
 - Should be able to design the school activity program & Initiate a new offer to students
 - Should be able to organize, plan, conduct & host programs
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Job Description

- Identify students' interest and encourage them to form clubs through which they would meet their goals to suit their needs
- Support the sports teachers in administrative arrangements for internal and external fixtures, tournaments and competitions
- Understand and value how extracurricular activities can enhance a pupil's overall learning experience at school
- Preparing a timeline of events to take place in academic session for better planning & execution of events

Salary: No limits for deserving candidates

TO APPLY:

Please send a Hand-Written Application (Cover Letter), Current Curriculum Vitae with detailed three professional references to: Bhaktapur NIST School, Lokanthali or you may email at, bktnist@gmail.com. Applications will be accepted until position is filled.

All applications will be treated confidentially. Applicants selected for an interview will be contacted individually by the appropriate supervisor.

OR,

Applying Procedure

Apply Link : <https://merojob.com/eca-coordinator-club-coordinator-part-timefull-time/>

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