

# **Junior Procurement and Logistics Officer**

• Vacancy for: 1

• Posted on: July 1, 2017

• Deadline: Jan. 19, 2017, midnight

### **Basic Job Information**

Job Category : NGO / INGO / Social work

Job Level : mid
Job Location : gorkha
Offered Salary : None

## **Job Specification**

**Experience Required: Not Required** 

#### **Other Specification**

- Bachelor Degree in Management/ Finance/ Business Administration or relevant subject.
- At least a year of experience in Procurement and Logistics.
- Documentation Skill.
- Familiar with computer application of relevant area.
- Must have good knowledge in logistics and transportation management in Nepal

**Please note**: Positions are either field based or involves extensive travel to villages / rural areas where living conditions are minimal. Only those willing to travel and committed to serve the communities in rural settings need apply. Caritas is an equal opportunity employer and encourage women / members of marginalized communities / disadvantaged groups to apply. You are required to rename CV as <a href="PLO First.Name Last.Name">PLO First.Name Last.Name</a>

#### How to apply?

Interested candidates can send their application with detailed Curriculum Vitae (CV) to <a href="mailto:cnjobapplics@gmail.com">cnjobapplics@gmail.com</a> latest by 4.00 PM on 19 January 2017.

Only short listed candidates will be contacted for written examination. Telephonic enquiries will not be entertained.

The decision of Caritas Nepal will be final.

## **Job Description**

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#### **Applying Procedure**

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