



Operation Manager - MS ladies

- **Vacancy for:** 1
- **Posted on:** March 20, 2018
- **Deadline:** April 3, 2018, 11:55 p.m.

Job Location: Kathmandu

No. of Vacancy: 01

Responsible for:

The Operation Manager – MS ladies, is responsible to ensure robust, technically sound, efficient and effective program implementation and systems are in place for high performance in the given competitive environment.

Minimum Requirement:

- Bachelor's Degree in Public Health, Social Studies or relevant field with the minimum of 5 years' experience in a management role

Key Responsibilities

Programme Operation

- Lead the MS Ladies team, direct reports 2 (PO) and up to 35 indirect reports in the field to deliver service to the clients in the remote areas.
- Support in conducting annual MS business planning, setting sustainable targets and budgets for approval to Operations Director
- With MS Ladies Channel lead / Operations Director set and review MS Ladies 3-5-year strategy

Support on Donor Project (centres)

- Fully responsible for delivering donor project activities on time, to budget and in accordance with the planned activities
- Liaise with POs and MS ladies to ensure project activities are being implemented, if not find solutions to ensure projects remain on track
- Attend all project meeting as requested by budget holders

Applying Procedure

For detail Job descriptions for above positions, please visit <http://www.mariestopes.org.np/en/about-us/vacancy>

Suitable candidates meeting the above criteria are requested to send their CV and covering letter to MSNPRCruitment@mariestopes.org.np by **April 3, 2018, 5:00 PM**. Only shortlisted candidates will be invited for the further selection process.

SPN reserves all rights to qualify/disqualify applications in any case. SPN accepts applications from Nepalese citizens only and encourage women, natives of the respective districts, people of ethnic minorities and Dalits to apply.

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