



Project Assistant: Disaster Management

- **Vacancy for:** 1
- **Posted on:** Oct. 24, 2017
- **Deadline:** Oct. 31, 2017, 5:55 p.m.

Job Location: Bardiya

Vacancy Code: PADRR

Requirements:

- Intermediate / Bachelor in any field
- At least a year experience in NGO/ INGO sector
- Very good command of English and Nepali
- Nepali and English typing skills
- Excellent communicating and report writing skills in English and Nepali.
- Computer Literacy- Words, Excel, Access

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 serving the communities in rural settings need to apply.

Caritas is an equal opportunity employer and encourages women/members of marginalized communities / disadvantaged groups to apply. You are required to rename CV as

Code_First.Name_Last.Nam before the application. CV other than this format will not be considered for shortlisting.

Applying Procedure

Interested candidates can send their application with detailed Curriculum Vitae (CV) to vacancy@caritas.org.np latest by **4.00 PM on 31st October 2017**. Only shortlisted candidates will be contacted for written examination. Telephonic enquiries will not be entertained. The decision of Caritas Nepal will be final. Caritas Nepal has right to cancel this vacancy at any time.

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