



Project Coordinator A&ED

- **Vacancy for:** 1
- **Posted on:** Nov. 30, 2017
- **Deadline:** Dec. 15, 2017, 11:55 p.m.

Vacancy Code: R1.1

Require No: 1

Job Location: Sindhuli District with frequent field visit

Duration: 11 months with possibility of extension

Position Description:

The Project Coordinator- A&ED will manage Agriculture & Economic Development project in the respective district/ADP ensuring compliance with partner's sectoral and quality standards, Government's policies and industry norms. The role will be responsible for managing and monitoring the performance of staffs, ensuring that project staffs have access to appropriate technical and functional support, and managing relationships with sectoral key stakeholders including Local Governments.

Major Responsibilities:

- Provide management to A&ED project and monitor performance of project team in implementation of project ensuring projects are delivered on scope, on time and on budget as per the agreements
- Identify, assess, and communicate risks associated with the implementation of project, and development of mitigation measures
- With guidance from Field Specialist-A&ED ensure appropriate analysis and project results, including sharing of results and continuous improvements of project design and implementation
- In coordination with Field Specialist- A&ED relationships and engagement with government line agencies, other INGOs/NGOs, research institutions and private sector at local and district levels in alignment with project strategy/plan
- Ensure Planning Monitoring and reporting of the project is on time and with quality

Academic Qualification and Experience:

- Bachelor in Agriculture or relevant discipline with three years of experience in Market led Livelihood project (preferably value chain projects)

Application Deadline: 15th December 2017

Application Procedure:

Interested candidates, meeting the above requirements, are requested to submit their application including

- A motivation letter including the possible starting date
- An updated CV with details of two references **(One from last employer)**

E-mail: hr@reliefnepal.org.np clearly indicating the position with vacancy code in the subject line

Only short-listed candidates will be contacted for written test and interview. Telephone enquiries will not be entertained. Organization reserves all the rights to reject any or all application without assigning any reasons.

OR,

Applying Procedure

Apply Link : <https://merojob.com/project-coordinator-aed/>

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