



Vacancies Announcement

Friends Welfare Association (Friends Pakistan) is a non governmental, not for profit, non political and development oriented organization operational in N.W.F.P Pakistan. Friends Pakistan has been designing and implementing community driven innovative approaches to development. Friends Pakistan is strongly committed towards the wellbeing of the communities surrounded by the widespread ignorance, poverty, multiple social backwardness, financial and educational problems. It believes in the uplift of communities through harnessing their own potentials and developing linkages with relevant line agencies and building their capacities. The interventions made so far by Friends Pakistan are totally owned by the local communities and the Government of Pakistan. Currently Friends Pakistan is implementing projects in District Mansehra, SWAT and Kohistan of K.P.K. Province Pakistan.

The organization is seeking the services of suitable professionals having an ample work experience in the development sector for its Projects in District Kohistan under its Emergency Relief Project (ERP 2010) to assist flood affected communities.

| Job Code | Designation | Qualification | Relevant Experience | Location |
|----------|---------------------------|--|--|----------|
| 8.2 | Project Manager | MPA/MS/MA or equivalent degree (preferably in social sciences and rural development) | 3-5 Years experience while working in same capacity with I/NGOs especially during the emergencies. | Kohistan |
| 8.3 | Assistant Project Manager | MA/MS or equivalent degree | 2-5 years experience while working in same capacity with I/NGOs especially during the emergencies. | Kohistan |
| 8.4 | Project Coordinator | MA/MS /BA/BS or equivalent degree | 2-4 years experience while working in the same capacity with I/NGOs especially during the emergencies. | Kohistan |
| 8.5 | Social Organizers | BA/BS /FA/F. Sc or equivalent degree | 2-3 years experience while working in the same capacity with I/NGOs especially during the | Kohistan |

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|-----|--------------------|--|--|-----------------------|
| | | | emergencies. | |
| 8.6 | Database Assistant | BCS/BIT or equivalent professional degree in IT. | 2-3 years of experience in developing and maintaining databases. | Kohistan/ Mansehra |
| 8.7 | Security Guard | SSC/Basic education | 2-3 years of experience as Security Guard | Kohistan |

General Guidelines:

- Please mention the **Job title in the subject of your application.**
- Only Short Listed Candidates will be called for Test and Interviews.
- Friends Pakistan will not pay any allowance for traveling, boarding and lodging to the short listed candidates appearing in test / interviews.
- Personal contacts will not be entertained and will result in the elimination from the competition.
- **Fluency in Pushto/Kohistani is preference for all the positions.**

Interested candidates meeting afore mentioned criteria should apply through **Email Only**. Application with resume should be sent to hr@friendswa.org before close of business by **August 25th, 2010 (5:00 PM PST)**.