



VACANCY ANNOUNCEMENT

The Legal Rights Forum (LRF), a non-profit non-governmental organization, is actively engaged in a project dedicated to aiding the Pakistan Flood Response 2023 during the emergency response phase. Our project, located in District Dadu, is focused on several key objectives. These include enhancing the sanitation conditions within Public Elementary schools situated in Dadu District's K.N Shah Tehsil, Sindh Province. Our efforts will encompass the restoration of damaged water sanitation facilities and the implementation of hygiene awareness initiatives throughout Dadu district. This initiative is referred to as the Water and Sanitation Facility Development Project for Public Elementary Schools in Dadu District, Sindh Province.

S.no	Position	Required	Requirement	Duration	Locations
01	District Field Coordinator	01	<ul style="list-style-type: none">• Master's degree in development studies / social sciences or related discipline.• 5 years' experience in program/project management.• Experience working with humanitarian response organizations• Knowledge of coordination with stakeholders at the provincial level• Excellent skills in facilitation, team building, and coordination.	06 Months	Dadu
02	WASH Engineer	01	<ul style="list-style-type: none">• Minimum of Bachelor's degree in Water and Sanitation Engineering / Civil Engineering / Public Health or relevant technical specialization• 5 Years (04 years of work experience in designing and implementation, maintenance of water and sanitation systems, hygiene promotion in IDPs, refugee or migrant contexts, and programs, including 02 years in a humanitarian setting; or equivalent combination)	06 Months	Dadu
03	Project Officer	03	<ul style="list-style-type: none">• Master's degree in development studies / social sciences or related discipline.• 3 years' experience in Flood Emergency response projects• Experience working with INGOs/NGO organizations.	06 Months	Dadu
04	Admin and Finance Officer	01	<ul style="list-style-type: none">• BSc degree in Finance, Accounting or Economics• Proven work experience as a Finance Administrator, Finance Assistant, or similar role• Hands-on experience with accounting software, like QuickBooks• Advanced knowledge of MS. Excel (creating spreadsheets and charts and using financial Excel functions)• Good understanding of bookkeeping procedures• Time management and organization skills• Confidentiality	06 Months	Dadu

Apply with a CV & cover letter and include at least two references later than **September 11, 2023**, through courier at **31-C, Mezzanine Floor, Old Sunset Boulevard, Phase-II, DHA Karachi**, or email at careers@lrfpk.org. Please mention the exact "name of the position" in the subject line.

Only short-listed candidates will be called for an interview in LRF's Dadu Office, with no TA/DA.

Note: LRF believes in equal opportunity for all and encourages differently abled, minority candidates to apply.