

# Current Vacancies

## Stop Diarrhea Project

**Location** :Srawasti, Uttar Pradesh, India

### 1. Project Coordinator

**Qualification** :MSW/PGDRD or Equivalent

**Experience** :5 to 7 years as Project Coordinator with capability of building report with district level Govt. officials.( Candidates worked in any Health/Diarrhoea Project will be preferred).Good command in handling the team and its capacity building through regular meetings and capacity building trainings.

**Skills** :Should have good communication skills in Hindi as well as in English Good Command on MS Word, Excel, PowerPoint, Photo shop etc.

### 2. Training Coordinator

**Qualification** :MSW/PGDRD or Equivalent

**Experience** :3 to 5 years in participatory trainings.

**Skills** :Should have the ability to design Training Module on health projects especially on Diarrhoea, TNA/Pretest & Post test. Should be able to generate good quality training reports, coordination capacity at different levels, good communication skills in Hindi as well as in English Good Command on MS Word, Excel, PowerPoint, Photo shop etc.

### 3. Behaviour Change Officer

**Qualification** :B.A. Sociology/MSW/PGDRD or Equivalent

**Experience** :3 to 5 years field experience in handling health projects/ Diarrhoea management having good liaisoning with the Govt. Ability to develop BCC material/ Aids

**Skills** :Should have good communication skills for community mobilising and developing participatory community process.Good Command on MS Word, Excel, PowerPoint, Photo shop etc.

#### 4. Community Mobiliser

Qualification	:B.A. Sociology/MSW
Experience	:Minimum 3-5 year experience on the field on community mobilising Networking with local Pardhan, stakeholder,women groups, mothers. Very good communication skills, Good knowledge of Government Scheme specially on health/ Diarrhoea Mangement
Skills	:Should have good communication skills in Hindi as well as in English Good Command on MS Word, Excel, PowerPoint, Photo shop etc.

#### 5. Accountant

Qualification	: Graduate/Post Graduate Degree in Commerce from a reputed institute. Good knowledge of working on Excel, Tally ERP and other applications is mandatory
Experience	: <b>Minimum 5 yrs of relevant work experience in NGO environment.</b> Experience of drafting and reviewing grant budget. Excellent knowledge of Excel, Word & Power Point (MS Office in General) Experience of using accounting package Tally ERP 9

Please send your CV's addressed to the Director/secretary/Administration & HR Manager **Participatory Action for Community Empowerment** either by mail at [pacelko2000@gmail.com](mailto:pacelko2000@gmail.com) or by post at 9/45, Sector 9,Indiranagar, Lucknow -226016.

**Last Date for receiving Application is 4<sup>th</sup> July 2015**