

VACANCY – Donor Funded Organization

1. Deputy Manager Procurement: (01 Position at Islamabad)

(i) Post graduate degree or an advanced degree in Engineering / Finance / Social Sciences / SCM. **(ii)** At least eight (08) years' experience at progressive middle or senior levels in management, including work in the public sector and project management. **(iii)** Considerable experience of procurement of goods & services in the public sector. **(iv)** Demonstrated familiarity with GoP & the MDBs procurement and consultant selection guidelines. **(v)** Ability to deal sensitively in multi-cultural environments and build effective working relations with clients and colleagues. **(vi)** Excellent inter-personal, writing and communications skills. **(vii)** Ability to function effectively in multi-disciplinary teams within a matrix management environment. **(viii)** Excellent computer skills including MS Office (Word, Excel, and PowerPoint) and MS Project.

Please submit your CV's to The Head HR, at the address given below, latest by 16th June, 2019. No TA/DA will be admissible for test & interview. Female candidates are strongly encouraged to apply.

HEAD OF HUMAN RESOURCES

National Disaster Risk Management Fund
5th Floor, EOBI House, Service Road South, G-10 Mauve Area,
Sector G-10/4, Islamabad
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