

For the Position of Monitoring & Evaluation Officer

Eligibility Criteria:

- Minimum graduate or equivalent education
- Minimum 4 to 5 years of M&E experience
- Local candidates of Sindh (Qamber Shahdad Kot District) would be preferred
- Candidate must have thorough knowledge of English, Sindhi or other languages spoken in the region would be an advantage
- Excellent written and verbal communication skills

Job Description:

- Support M&E team in research studies, assessments, evaluations of the project and activities and coordinate with project team on any further changes or new initiatives.
- Support M&E team to develop benchmark standards that are best practices, performance measures for any given process or activity and which can be used as yard sticks to evaluate project performance.
- Keep track of all project monitoring and evaluation schedules and works with project staff to design and implement monitoring and evaluation procedures.
- Regularly travel and conduct field visits for efficient monitoring.
- Participate and provide input on project progress in project review meetings.
- Ensure that follow up procedures are in place and are regularly followed.
- Assisting in organize monitoring and evaluation trainings and workshops for staff capacity building.
- Monitor and evaluating the efficient and effectiveness of these trainings and make necessary adjustments.
- Support M&E Manager in developing monitoring frameworks and development of different M&E tools for the projects.
- Assist the relevant project staff in designing and conducting research. This may also include support to field based data collection and subsequent analysis.
- Train relevant project staff in monitoring and evaluation activities.
- Any other task given by M&E Manager or department.

Location:

Qamber Shahdad Kot District

Salary:

Market Competitive

Last date for applying is 27th March 2021

If you believe you are the right person or know such person, Send your resume at careers@charterforcompassion.org.pk with subject “M&E Officer– Qamber Shahdad Kot”