



Save the Children
in Sri Lanka

**An exciting opportunity exists to join an International Non - Governmental Organisation
as:**

PROJECT ASSISTANT – 9 POSITIONS

Project Assistant is responsible for monitoring of projects/programmes directly implemented by SCiSL and those initiated through Partner Organisations.

Only Sri Lankan citizens are eligible to apply for the above position.

Base station : Vavuniya
Contract period : 7 positions – One Year
2 positions – Six months
Remuneration : Gross Salary – Rs. 26,200/=

Essential Qualifications & Experience

- Advance level qualification or equivalent with at least 2 years experience in development work in an INGO/LNGO.
- Good knowledge of project cycles, demonstrated experience in Monitoring and Evaluation and competency in using participatory assessment tools (PRA, PLA, RRA).
- Good analytical skills and computer literacy in Microsoft Office and Lotus Notes.
- Strong interpersonal and liaison skills with the ability to network with diverse stakeholders.
- Good command of written and spoken English with fluency in Sinhala and/or Tamil.
- Ability to work independently using own initiative within the scope of responsibilities.
- Ability and willingness to travel to all parts of the country.

Please note:

- **Closing date for applications will be 03 August 2010**
- Age limit at SCiSL is 60 years.
- Save the Children in Sri Lanka is an equal opportunity employer and does not discriminate with respect to gender, religion, ethnicity or caste.
- **The service of all SCiSL staff is transferable at any given point of time**
- The position applied for should be indicated on the top of your application, on the top left hand corner of the envelope or in the subject line of the email.
- **Please send in your applications together with the names of two non-related referees to;**
sujatha@savethechildren.lk or
Finance Administrator
Save the children in Sri Lanka,
No 68 ,Vairavakovil road, Vairavapuliyanakulam
Vavuniya

Only applicants selected for the interview will be contacted.
No telephone enquiries please

Save the Children in Sri Lanka [SCiSL] is part of the world's largest independent movement for children working in 120 countries. SCiSL is a non religious, non political, independent international organization working for the protection and the full realization of child rights. The four pillars of the Save the Children in Sri Lanka programme are: (a) **Child Protection**, (b) **Education, including Early Childhood Education/Early Childhood Care and Development (ECE)/ECCD**, (c) **Household Economic Security** and (d) **Realising Child Rights**. Our projects, both self implemented and in partnership with local organizations are carried out in over 18 locations throughout the country.

Protecting Rights - Promoting Responsibilities