



## Program Manager, North region

Habitat for Humanity Vietnam (HFHV) is currently seeking a professional individual to serve as Program Manager. This position is responsible for

- Providing team leadership and management in designing, implementing, monitoring and evaluating the program with stakeholder's participation by participatory tools
- Coordinating all program activities of HFHV in the North of Viet Nam.
- Being responsible for effective execution of the program to achieve the program objectives efficiently and sustainably.
- Ensuring effective and smoothly communication and sharing experience among the stake holders

### Requirements:

- Bachelor's degree in sociology, social work, international relations, international development, development management, housing and urban development planning or other equivalent degree
- Minimum 02 years experience in program management
- Working knowledge and technical expertise in community-based development concepts, approaches and processes
- Committed to continuous learning and self-development

### How to Apply

Please note that only short-listed applicants will be contacted by email and that applications will be reviewed on an ongoing basis. Given the necessity to fill this position as soon as possible, and depending on the qualifications of applicants, HFH Vietnam may offer a suitable position to potential candidate and before the closing date (December 20, 2012); therefore candidates are urged to submit their application in a timely fashion. If you have not received an email within two weeks of submitting your resume you can assume your application was not successful.

Your application **must** include:

- A cover letter clearly demonstrating your suitability for this position
- A comprehensive CV (no more than 2 pages)
- Contact details (including telephone number and email) of 3 references including most recent direct supervisors

Applicants who do not provide **all** of the above requested information will not be considered.

Email your application to:

Human Resource Department

Habitat for Humanity Vietnam

Email: [application@habitatvietnam.org](mailto:application@habitatvietnam.org)

Habitat for Humanity International (HFHI) is a non-profit, ecumenical Christian housing ministry that seeks to eliminate inadequate housing and homelessness in the world, and to make decent shelter a matter of conscience and action. It was founded in 1976 and Habitat for Humanity Vietnam is a branch of HFHI. HFH Vietnam is an equal opportunity employer.

We sincerely thank you for your interest in Habitat for Humanity Vietnam