

## Career Opportunities

STREETS INTERNATIONAL (STREETS) is a global social enterprise initiative for street kids and other disadvantaged youth. The STREETS program and Restaurant Café started in Hoi An, Vietnam in January 2009, providing a future of self-sufficiency and dignity through vocational hospitality and culinary training. For more information, please visit our website: [www.streetsinternational.org](http://www.streetsinternational.org).

Our rapid growth and expansion provide an outstanding career opportunity for additional experienced professional staff.

### PROGRAM COORDINATOR

#### Job Responsibilities:

- Coordinate Trainee support including daily living, housing, recreation and life skills program
- Complete administrative and organization projects as assigned
- Assist with Trainee recruitment, screening and intake process
- Provide daily interface with Trainees
- Work with other NGOs and social service agencies

#### Qualifications:

- College Degree (preference given for international study experience)
- Education and work experience in hospitality, business, NGO, or related social enterprise initiatives
- Must have demonstrated professional organizational skills
- Professional or personal background with disadvantaged, vulnerable youth
- Advanced proficiency in Microsoft Office (will be tested in interview process)
- Excellent written, spoken and English translation (will be tested in interview process)

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#### Requirements:

- Live in or relocate to Hoi An at start of employment, *one time relocation bonus provide*
- Available to start within 30 days of offer
- 2 year renewable contract
- Flexible work schedule, including some overtime and holidays as needed
- Some travel required
- Vietnamese Citizen preferred
- Non-smokers only

#### Salary:

- Very competitive salary with extraordinary opportunities for promotion and growth within STREETS International

#### APPLICATION INFORMATION:

- Interested candidates should send cover letter and curriculum vitae **in English** to: [coordinator@streetsinternational.org](mailto:coordinator@streetsinternational.org)
- Application closing date April 26, 2015
- Only those selected for interviews will be contacted