

# Vacancy Announcement

National level organization working in Balochistan needs competent candidates for the below vacant positions

| Job Title                            | Number of Positions | Based at   | Qualification/Experience   |
|--------------------------------------|---------------------|--|--|
| Admin Officer<br>(Male)              | 2                   | For Field Operations of our on going projects, they will placed on rotation basis and will move frequently among the five districts (Quetta, Killa Abdullah, Nushki, Kharan, Chaghi, Pishin) | Minnum Bachelor's degree with 5 years of experience, of Admin & HR with Documentation skills and excellent knowledge of word and Excel. Willing to travel in various district of Baluchistan |
| Database officer                     | 1                   | Quetta Office  | Master's/Bachelor's degree in relevant subjects with minimum 5 years' experience, in database creation and management  |
| Women Protection Empowerment Officer | 1                   | Chaghi   | Master's/Bachelor's degree in social science or any relevant subject, having gender experience will be preferred.  |
| Data Entry Assistant                 | 2                   | Quetta Office  | Master's/Bachelor's degree in relevant subjects with minimum 2 years' relevant experience.   |
| Junior Information IT Officer        | 1                   | Quetta Office  | Master's/Bachelor's degree in relevant subjects with minimum 2 years' relevant experience.   |
| Social Organizer<br>(Female)         | 5                   | Nushki, Chaghi, Kharan, Pishin<br>(Female only)  | Bachelor's degree in social sciences subjects/ relevant subject, with minimum of 2 years experience in development sector  |

To apply, please fill the online form properly in the given link: <https://forms.gle/yJ37pVDCEn8BYuar5>  
Last date to apply is **September 14, 2021** only shortlisted candidates will be contacted for test and interview process. **We are an equal opportunity employer.**