

## **Nepal Water for Health (NEWAH)** **VACANCY ANNOUNCEMENT**

Nepal Water for Health (NEWAH) is a national level non-governmental organization (NGO) that specializes in WASH (drinking water, sanitation and hygiene promotion). Established in 1992, it has been working actively to provide basic water and sanitation related services to poor communities; and in strengthening the capacity of local communities in sustaining these services and further utilize their potential to undertake other development initiatives as per their need. NEWAH operates in selective Rural/Urban Municipalities of Nepal through its two provincial offices located in Sindhuli, Bagmati Province and Baglung, Gandaki Province of the country with the support of over 100 professional staff.

NEWAH invites applications from Nepali eligible citizens for the following position.

### **1. Administrative Assistant – One**

**Main Responsibility:** S/he will be responsible for maintaining day-to-day administrative work of the organization.

**Qualification:** Certificate level/10+2 passed in commerce/management from a recognized institution and one years' work experience in a related work (office administration), Good communication skill in both Nepali and English.

**Working Station:** The position will be based in Headquarters, Kathmandu.

### **2. Position: Assistant Project Supervisor (APS) – Few**

**Main Responsibility:**

S/he will be responsible for supervising and implementation of rural drinking water and sanitation project.

**Qualification:** Civil Sub-Overseer (Asst.Sub-Engineer) level passed from a recognized technical school and minimum three years' experience of implementing drinking water supply schemes in rural areas.

**Working Station:** The position will be based in rural area of Kavre, Sindhuli and Baglung District.

### **3. Position: Social Technician (ST) - Few**

#### **Main Responsibility:**

S/he will be responsible for supervision and implementation of rural drinking water and sanitation project.

**Qualification:** Civil Sub-Overseer (Asst. Sub-Engineer) level passed from a recognized technical school and minimum two years' experience of implementing drinking water supply schemes in rural areas.

**Working Station:** The position will be based in rural area of Baglung and Sindhuli Districts.

### **4. Position: Senior Health and Sanitation Facilitator (SHSF) - Few**

#### **Main Responsibility:**

S/he will be responsible to motivate, mobilize and educate local communities to adopt good Hygiene and Sanitation Practices in conjunction with water systems being implemented by the organization.

**Qualification:** Minimum SLC/SEE/CMA/TSLC passed from a recognized institute and good communication skill in Nepali and local language. Minimum two years work experience in the rural WASH sector.

**Working Station:** The position will be based in rural area of Sindhuli and Baglung Districts.

#### **Note:**

- Especially women and candidates from under privileged castes and ethnic groups are encouraged to apply.
- The positions are for one year with Six months' probation period.
- Tentative joining date from September 2021.
- Salary and other conditions will be as per the rules of the organization
- The post will be decided on the basis of a written test followed by an interview
- Only shortlisted candidates will be contacted
- Telephone and personal contact will not be entertained

For detailed JD of above positions please download from <http://newah.org.np/notice>. Interested and qualified candidates are requested to apply with an updated CV, a cover letter, recent passport size photo, current contact address and telephone number. All electronic application must be submitted to both of the NEWAH office email address [newah@newah.org.np](mailto:newah@newah.org.np) and [newah.1992@gmail.com](mailto:newah.1992@gmail.com) not later than 5.00 pm, 27 July 2021.