



Candlelight for Environment, Education & Health

Headquarter office: Hargeisa. Sub-offices: Sheikh| Burao| Erigavo

Sub: Job Advertisement

Job Title: Project Manager.

Duty Station: Hargeisa

Reporting to: Environmental Coordinator

Candlelight for Environment, Education & Health (Candlelight) is a local NGO based in Somaliland which is dedicated to development issues in under-served and/or marginalized Somaliland communities. The core areas of interventions are livelihoods/natural resource management/income generation, education, health and humanitarian interventions. Candlelight is interested to recruit qualified, dynamic and energetic project Manager for cross Border Project which Candlelight is implementing in Maroodijeex and Togdheer with close coordination of Oxfam at the same time the project Manager will coordinate the various activities of the project in different regions.

Main duties and responsibilities:

- Overall project management including planning, implementing and monitoring/evaluation. He/she must have In-depth understanding of Project Cycle management with especial reference to livelihoods interventions.
- Responsible overall management and understanding of project.
- Analyzing the Project Context and refining Objectives, Scope, and Other Project Parameters.
- Preparing the Work Breakdown Structure, plan and schedule with the project time frame.
- Designing Control and Reporting Systems: Cost, Time, Resources, and Scope (including Performance and Quality)
- Lead, motivate and manage human relationships and resolve conflicts in the project team.
- Regular monitoring and evaluation of the project sites will be necessities.
- Provide guidance and support the staff in field and recommend necessary changes.
- Obtain Approval technical design decisions.
- Maintain quality control of project implementation levels.
- Prepare request of funds and financial reports of the project activities.
- Ensure project review and monitor to control actual planning.
- Submit periodic reports to Environment/Livelihood coordinator.
- Maintain strong relationship with different project stakeholders and networks.
- Ensure effective coordination between the Donor agencies and implement agency.
- Demonstrate effective leadership skills and establish team work among the project staff members and communities.



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Required Skills and Qualifications:

- Minimum Master Degree or equivalent in Environment, range land management, and Livelihoods issue.
- Minimum 5years work experience project management and livelihoods interventions.
- Work experience in with rural communities would be an asset.
- Ability to work under short deadlines and efficiently handle multiple tasks.
- Ability to write concept notes and project proposals, project baseline analysis and standard project reports.
- Demonstrate capacity to work in teams with colleagues.
- Analytical and good report writing skills
- Excellent facilitation and communication skills
- Ability to travel to the regions.
- Very familiar with computer features, excellent both English/Somali.

How to apply:

Qualified persons interested in this position are invited to submit the CV with 3 references and a cover letter summarizing and giving an overview of their educational background and work experience not later than 27th September 2014, via e-mail to: mouseahmed@candlelightsom.org