

## Job Announcement

**POSITION: Project Manager, Education Program**

**LOCATION: Peshawar, Khyber Pakhtunkhwa**

**START DATE: As soon as possible**

**LENGTH OF COMMITMENT: One year minimum**

**DATE OF POSTING: September 2019**

**EXPERIENCE: Master's in Economics, Social Sciences, or equivalent**

### *Project*

The Education Project at CERP oversees a wide range of studies and activities examining the nature of frictions embedded in different parts of the Pakistani education system. The project will be managed in collaboration with a team of Principal Investigators from the LUMS School of Education (SOE)

### *Job Description and Responsibilities*

The individual will have the following responsibilities:

- Lead and manage a team of research and field staff, in design, development and roll out of a large scale school census activity in Khyber Pakhtunkhwa (KP)
- Oversee and lead a stakeholder mapping exercise of the private education sector in KP as well as nationally, which will include a written report as well as organising a high-profile policy roundtable
- Build and manage relationships with partners and potential partners, including, private educational service providers, departments within the KP government and other players in the education ecosystem
- Engage and build relationships with rural and urban low-cost private schools, mid-cost private schools and government schools
- Oversee and manage all project related field activity
- Interact and liaise with the donor, KP government and team of researchers at LUMS SOE.
- Oversee reporting and manage budget for the project.
- Any other activities as assigned by the Program Manager, and Principal Investigator(s).

### *Required Qualifications*

- A Master's degree in Economics, Education, or a related field.
- A minimum of 3-4 years of relevant work experience, with at least a year of experience working in KP
- Ability to work closely with multiple team members simultaneously and in a collaborative manner
- Well-organised with ability to multitask, be flexible in an environment with changing priorities, and think and respond quickly while maintaining attention to detail and successfully meeting goals and deadlines
- Attention to detail and excellent writing and presentation skills
- Proven ability to handle several different projects/tasks at one time, successfully complete tasks assigned, and meet deadlines

- Strong entrepreneurial spirit, to be able to pitch and market a new idea to a diverse set of stakeholders
- Ability to travel to the field across KP

The minimum salary for the Project Manager position is **PKR 110,000** per month (all-inclusive). However, the final salary figure will be commensurate with experience and qualifications.

***How to Apply***

Interested candidates should fill out this [online form](#) and additionally submit a CV, cover letter, transcripts and the names and contact information of three references (academic or professional) to [careers@cerp.org.pk](mailto:careers@cerp.org.pk) with the following subject line: “**CERP Project Manager Education**”.

**Deadline for submission of applications:** Applications will be considered on a rolling basis. Only successful candidates will be contacted regarding further steps in the application process.