



DKT International Inc. (Myanmar Branch)

CAREER OPPORTUNITY

About DKT International Myanmar: DKT International is a leader in making modern contraceptive products and information more available, accessible, and affordable to people in 90 developing countries worldwide. Through innovative social marketing DKT aims to give Myanmar's people greater knowledge and a wider range of choices for reproductive health.

DKT International Myanmar invites applications for the following consulting position in Yangon, Myanmar.

Position: Program Manager
Report To: Program Director
Duty Station: Yangon
Closing Date: as soon as possible

About the Job: The purpose of the position, Program Manager, is to lead the implementation of the programs department, especially to manage the field team and program activities. Partnerships and promoting family planning and SRHR in different levels of communications under DKT brand is also important part of his/her scope of work.

Responsibilities (but not limited to):

- Plan and manage the program activities including events and outreach initiatives.
- Manage the field visit of clinical service coordinators and training schedules of the medical trainers to ensure timely program deliverables according to the program log frame.
- Monitoring and tracking the multiple projects' progress regularly by ensuring successful delivery of M&E indicators within the limited timeframe.
- Providing comprehensive data reports, progress reports and expenses tracking of the various projects to Program Director for management decision making, donor reporting and storytelling.
- Foster partnerships and organize events with diverse organizations including but not limited to INGOs, Embassies, LNGOs, CSOs, CBOs and EHOs.
- Contribute to promoting sexual pleasure, family planning and SRHR under the DKT brand through effective communications.
- Work closely with Program Director to effectively enhance stakeholder communications through impactful stories and data-driven materials.
- Lead and manage the program team to ensure the effective implementation.
- Fulfil any other related duties as required.

Qualifications/Requirements:

- Bachelor/Master Degree in Public Health or other medical related disciplines.
- Minimum 2 years of experience in a program management position, with an ideal preference for a minimum of 5 years of experience in SRHR and training program implementation.



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- Experience in partnership, communications and event management is desirable.
- Strong organizational and leadership skills with the ability to manage multiple tasks, prioritize, and meet deadlines.
- Excellent written and verbal communication skill both in English and Myanmar languages are essential.
- Proficient in Google services and Microsoft office suite (Word, Excel, PowerPoint) and other relevant software and tools.
- Demonstrated ability to work independently with minimal supervision.
- Ability to work under pressure and in a multicultural environment.
- Ability to travel to project areas very frequently.

Interested candidates are invited to submit their updated CV, including application letter and contact detail of two references, to:

Human Resource Office, DKT International Inc. (Myanmar Branch)

No. 10 (B-1), Thukhawaddy Street, Ward 6, Yankin Township, Yangon.

Email: hro@dktmyanmar.org

We are on the outlook not just for talent, but also for friends and partners for the long term.

Only shortlisted candidate will be invited for interview.