



VACANCY ANNOUNCEMENT

Position Title	Livelihood Consultant
Location	Thanlyin, Yangon
Employment duration	Initial one year with scope of further extension
Reporting to	Program Coordinator
Start Date	As soon as possible
Office Address	No. 14 Hnin Si Street, Tosta Garden, Thingangyun Township, Yangon, Myanmar

(1) Background

FIN Myanmar is a social enterprise established in September 2023 with an aim to improve the quality of lives of people in need through improved their livelihood, access to basic services and capacity to stand with natural and manmade shocks.

(2) Our Vision and Mission

An empowered and resilient society that can continue to pursue an improved life and stand with any shocks and disasters.

Our mission is to work with communities to improve their quality of life through improved livelihood, access to basic services and capacity to stand with natural and manmade shocks.

(3) Our Values

Everything we do is shaped by our six values:

- Respect
- Accountability
- Courage
- Collaboration
- Innovation
- Integrity

Key Responsibilities:

- Lead livelihood improvement projects and integrate it into sustainable livelihood projects under the guidance of Program Coordinator.
- Conduct rapid assessment for livelihood improvement/business opportunities.
- Support partners for mobilising and empowering communities in Yangon Peri urban areas
- Lead for identifying targeted families, providing technical/business skills training, support in providing of start-up grants to those targeted families, and regular mentoring, supervision and monitoring of the livelihood projects.
- Documenting livelihood improvement and reporting projects' activities.
- Keep the team updated on innovations in implementing livelihood projects.
- Any reasonable official duties as requested by the line manager and Executive Chairman.



PERSON SPECIFICATION

Qualifications and Experiences:

- A university degree is required in Development, Economics, Social sciences, Business administration or related field.
- Have at least three years of experience in the design, implementation and management of livelihood recovery and development projects.
- Ability to design and conduct training.
- Demonstrated ability to carry assigned tasks thoroughly, professionally and without close supervision.
- Ability to communicate verbally and in writing, both in English and Burmese languages.
- Proficient in using word, excel, PowerPoint and email, internet.

Other skills and personality requirements:

- Able to commit to enterprise values and child protection policy
- Problem solving and analytical skill
- Cross cultural awareness and sensitivity
- Good team player
- Ability to work under pressure with numerous deadline and priorities
- Flexible and adaptable approach to working in a changing environment
- Empathy with enterprise's vision, mission and goal
- Demonstrate high level of accountability towards the assign role

Applications

Closing date: Thursday, 2 May 2024.

Applications for this role must comprise of:

- A cover letter showing the interest and eligibility of the applicant (max 1 page)
- A curriculum vitae (max 4 pages). The CV must include at least two professional referees (referees will not be contacted until after interviews, with permission from the candidate)
- Late or incomplete applications will not be accepted
- Any undue pressure to influence the selection process will disqualify the candidacy

Please **note that only shortlisted candidates will be contacted**. Shortlisted candidates will be called for a written test and interview. Written test and interview will be held in FIN Myanmar office in Yangon. A second interview may be requested if required.

FIN Myanmar is committed to welcome people from the widest possible diversity of backgrounds, cultures and experiences. We will make any practical adjustments to enable suitable disable people to participate fully in the interview process, and if selected, afterwards in an office environment. Please let us know if you have a disability and require any special assistance.

Email your letter and CV to: friendinneed.myanmar@gmail.com by Thursday, 2 May 2024.
The subject line of your email should read as **“Application for Livelihood Consultant, FIN”**.