



Career Opportunities with HRRP Nepal

The Housing Recovery and Reconstruction Platform (HRRP) was established to support the Government of Nepal and Partner Organisations (POs) with coordination of the post-earthquake housing reconstruction led by the National Reconstruction Authority (NRA). The HRRP is currently led by CRS Nepal and has been approved for its third phase that will run until end of February, 2019.

Applicants for the positions listed below must be Nepalese citizens with excellent written and spoken English and Nepali. Experience in international or governmental program would be desirable. A detailed job description for each position can be obtained from the CRS Human Resources Office at HRNepal@crs.org.

National Information Manager (Kathmandu) -1 Position: Master's degree in Information Management, Geographic Information Systems, Computer Science or any related discipline with 7 years' of advanced experience in Information Management flow particularly relating to disaster recovery and reconstruction, with experience in housing recovery preferred. Strong experience in managing an information management team. Knowledge of ArcGIS or any enterprise GIS software, Relational Database Management System (RDBMS), software development tools. High proficiency in MS Office, including Excel, Outlook, Word and Skype.

HRRP Data Analyst (Kathmandu)- 1 Position: Master's degree in Mathematics, Statistics, Computer Science, Information Management, Economics, Business Analytics with a minimum of 3 years' experience in a data analyst role or as a business data analyst. Knowledge of statistics, experience using relational databases, statistical methodologies and reporting packages and tools for analyzing datasets. Technical expertise in data models, database design development, data enrichment, data mining, and segmentation techniques. Experience in producing clear graphical representations and data visualizations.

National Information Management Officer (Kathmandu)- 2 Positions: Master's degree in Information Management or related field with a minimum of 5 years' work experience in a directly related field. Strong ability to analyze situations based on data and other information gathered and provide accurate and insightful advice for reconstruction actors. Advanced knowledge in MS Office, especially Excel, with proven experience in GIS software, Relational Database Management System (RDBMS), Software development tools. Experience developing and managing websites, and PHP coding. Proficiency in graphic design and infographics. Experience in technical support provision in data collection, data cleaning and analysis.

District General Coordinator (Ramechhap)- 1 Position: Master's degree in Economics / Development, Civil Engineering, Urban Planning, Social Studies, or Political Science with a minimum of 3 years' practical experience in cluster coordination, shelter, disaster risk reduction and management, humanitarian reform, preferably in natural disaster and other displacement situations. Able to work as part of a team with demonstrated experience in coordination management, networking, and advocacy with government authorities and partner organizations at the district level.

District Information Management Officer (Different locations within EQ affected districts)-1 Position:

Bachelor's degree in Information Management or related field with a minimum of 3 years' work experience in a directly related field. Strong ability to provide situational analysis and advice to reconstruction actors based on this. Proficient in MS Office packages, especially Excel, with proven experience in data entering, processing and analysis. Knowledge in GIS, graphic design and infographics is desirable. Experience in field data and information management in emergency response and recovery operations is essential. Content management of website will be required.

Application Process: Please apply by sending a CV with a cover letter to HRNepal@crs.org by close of business on **18 October 2017**. In the subject line, please indicate the position and location you are applying for.

Only shortlisted applicants will be contacted. CRS is an equal opportunity employer committed to a staff composition that reflects the social and ethnic diversity of Nepali Society. Applicants from disadvantage caste, under-represented ethnic groups, persons with disabilities and women are especially encouraged to apply.