



PLANNED PARENTHOOD FEDERATION OF NIGERIA

VACANCY

The Planned Parenthood Federation of Nigeria (PPFN) seeks suitably qualified candidate for the following vacant Position:

Post: MONITORING AND EVALUATION/IT OFFICER (M&E/ITO)

Location: North Central Region, Minna, Niger State.

Responsibilities:

The purpose of this position is to support IT and M&E activities in the region with a view to strengthening the IT, research, monitoring and evaluation components of PPFN Programme for overall improved and sustained programme performance

Requirements:

- Bachelor Degree in Applied Social Sciences, Computer Science/Engineering or Applied IT or other relevant field
- Five Years relevant work experience including not less than three years in NGO (Preferably in SRH).
- Excellent contextual, analytical, writing and oral communication skills
- Team Leadership and team playing qualities/experience.
- Familiarity with key national and international implementing support and donor organization in SRH
- Must be computer literate and proficient at using Microsoft office software: MS Word, Excel, and PowerPoint.
- Sensitive and Caring but firm and decisive in managing senior level staff
- Strong knowledge of NGO operations particularly those in reproductive health including family planning, maternal and child health, sexual health and women development, program and management.
- Good research experience (design, data collection and analysis and survey methods)
- Familiarity with varied socio-cultural issues as they relate to SRH in the country and sensitivity to cross –cultural Issues and Concerns
- Demonstrate capacity to develop methodologies and provide support in key thematic areas

Desirable:

- Strong knowledge of SRH/FP work
- Strengthen monitoring and evaluation system.
- Timely formal reports/records of monitoring visits and technical support to regions

METHOD OF APPLICATION:

Suitably qualified persons are invited to send in their one-page letter of application indicating the position applied for and justification for their applications, comprehensive career résumé (not more than 3 pages) and personal contact address (not post office box address please) not later than Fourteen (14) days of this publication (**quoting the reference on the envelope**) to:

The Regional Coordinator
PPFN North Central Regional Office
6A Bay Clinic Road, Tunga, Minna, Niger State.
Email: ncregion@ppfn.org

Each applicants is advised to access "Applicant's Forms 1 and 2" from the PPFN website (www.ppfm.org), download, fill and submit along with his or her application to the respective position email address as indicated above. PPFN subscribes to all best practices when working with children and vulnerable adults and advocates that they (children and vulnerable adults) should be treated with respect regardless of their race, colour, gender, language, religion, opinions, nationality, ethnicity, social origin, property, disability or other status. PPFN does not discriminate on grounds of race, creed, ethnic origin, political belief, gender, disability, age, education or social status especially in applications for membership, providing information or services, in recruiting staff, or in any other aspect of PPFN's work and in the pursuit of its objects". Female applicants are encouraged to apply. Only short-listed candidates will be contacted.

Advertised Internally/Externally: 11th January, 2021.

NOTE: Suitable Candidates are to forward their application to the above address or E-mail address on or before 25th January 2021.

Thank you.

Sign: Management.