**School for Life (SfL):**

**Application form for the Position of Project Manager**

**Note**: The completed application form should not be more than SIX (6) pages. Uncompleted forms will be rejected. The completed application form together with a one-page cover letter indicating the applicant’s motivation and commitment should be submitted through this link: <https://app.pipefy.com/public/form/tIKcH2z4> not later than **23.59H GMT on 30th June 2022**. Any application received after this time will not be processed.

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| --- | --- | --- | --- | --- |
| Name of Applicant:  Gender: (Indicate Male or Female):  Date and place of Birth:  Contact Address:  Contact Telephone:  Email address:  Position Applied for: | | | | |
| Qualification: *(Indicate degree and areas of qualification, institution, location and year of qualification. Be prepared to present certificates at the interview)*. | | | | |
| Institution | | Period attended  (From – To) | Discipline and Degree awarded | |
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| **Previous work experience (List your relevant experience starting with your latest position)** | | | | |
| Name of Organisation and how long you worked there: | Your role and for how long: | | | Key achievements: |
| 1. |  | | |  |
| 2. |  | | |  |
| 3. |  | | |  |
| **What are your experiences and skills in project Planning, Management and Implementation? (Give concrete examples):** | | | | |
| **What are your skills and experience in Monitoring, Evaluation and Learning? (Give concrete examples):**  **What is your knowledge, experience and Skills in Adaptive Project Management (Give Concrete examples):** | | | | |
| **What is your experience in Complementary Basic Education (CBE) Programme? (Give practical examples).**  **What is your experience in Mainstream School Intervention Programme (MSIP) in improving learning outcomes in Literacy and Numeracy? (Give Concrete examples).** | | | | |
| **What is your knowledge and experience in Partnership Building and Stakeholder Engagement**  **How can you use this to strengthen SfL in developing effective Partnerships and Stakeholder Engagements?** | | | | |
| **What are your experiences in Training, and Facilitation Skills and ability to support others (give concrete examples):** | | | | |
| **What is your knowledge and experience in working with Community-Based Organizations (CBOs) and decentralized agencies and departments? (give concrete examples)** | | | | |
| **Computer knowledge and skills, and skills in social media:**  a. *What IT and communication skills do you possess?*  *b. How do you rate yourself in your proficiency in the use of the MS Suite, Internet, and Social Media?* | | | | |
| **Additional information that can support your application** | | | | |
| **Names and contacts of two referees, at least one of whom should be your current or last employer** | | | | |
| **Applicant’s signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |