

Application Form

Fill all relevant fields and provide comprehensive answers to the questions that are listed under self-assessment filed in page two.

1. Applicant Information

First Name		Family Name	
Male/Female		Date of Birth	
Home Address			
Contact Number	Mobile:	Land:	Other:
Email address			
How did you learn about this position?			

2. Academic and Educational Qualification

Provide three key and **highest Academic and Educational Qualifications** that you have attained or completed

3. Work Experience

Provide three recent **working and professional experience** which are most relevant to the position advertised

4. Areas of Expertise and Key achievements

*Please tick ✓ the key and **most relevant areas that best describes** your expertise, knowledge and experience*

Programme and Project Management		Partnership Management and Development	
Policy dialogue and advocacy		Contract Management	
Diplomacy and negotiating skills		Staff management and leadership	
Finance		Administration	
Provision of trainings, facilitation and Capacity building skills		Network and Coordination including Communication and Liaison	

5. Self-Assessment

The following six questions are integral part of this application form and your response to each of the question will be carefully considered to assess your suitability for this position.

Provide most relevant and appropriate response specifically in line with the each of the question. Your precise response for each question should not exceed 500 words.

You should better explain, why you think that you are the best candidate, by stating your specific and most relevant experience along with examples drawing from your previous work or professional experience. You should specifically articulate your knowledge, skills, ability and capability to demonstrate that you are most suitable for this position.

Question 1: Demonstrate your recent (within last 3 years) significant experiences, where you have assumed responsibility or have significantly contributed towards programme management, project development, planning and provision of strategic direction. What are key considerations in a programmatic portfolio development?

Question 2: Provide some examples that prove your experience (within last three years) in the areas such as, partnership development and organizational strengthening, provision of effective technical assistance, guidance to partner organizations and support project partners to ensure quality implementation, while ensuring achievement of expected results.

Question 3: Illustrate your experience and your ability to monitor interventions and projects at the national (to introduce policy changes) and at the local level, reviewing projects, steering programmes and taking corrective actions to ensure timely and cost-effective delivery of project outputs

Question 4: Describe your experience with regard to policy dialogue and influence, negotiation and persuasion, as well as analysis (trends and contexts), judgment and decision-making.

Question 5: Provide some examples that demonstrate your ability to work and collaborate with diverse stakeholders (both government and non-government), make representation as well as on teamwork and collaboration.

Question 6: Provide some information on thematic expertise in the field of migration and private sector engagement that you may bring to this position.