

MONITORING ACTIVITY

Reform Support Unit (RSU) is looking for suitable candidates for its monitoring activity. Interested candidates as per criteria below may be asked to submit their interest along with CVs to RSU mentioning District of Interest (Required in all Districts of Sindh) so that we may consider them for the role.

The CVs may be sent to any / all of the following:

- Sarwat Soomro <sgs.leo09@gmail.com>
- Tunjina Shazia <tunjina.rsu@gmail.com>
- Muhammad Farooq <farooq_majeed_khan@yahoo.com>

QUALIFICATION AND EXPERIENCE

- Graduates
- Minimum 01 years of experience of monitoring
- Skilled in ICT tools and technologies
- Age 20 to 35 Years
- Duration of the job is only 2 months

REPORTING

- Independent Monitor(s) will be required to report to LSU District Team and concurrently to PO (SEMIS) on day to day basis for the assignment provided in the TORs.

DUTY STATION

- Independent Monitor(s) will perform their duties at the assigned Districts at Designated District, and will visit all public schools in the designated District.
- Field Monitors will be required to perform the designated duties i.e. visit of schools and verification of other related activities & assignments given to them at their districts from Monday to Saturday 8 am to 6 pm.

SALARY PACKAGE

- Market based competitive salary will be offered on the basis of qualification and experience

The detailed Deliverables works are as below:

- Prepare the field plan and submit to the Reporting line. (Weekly Task)
- Get familiarized with the field monitoring tool. (First 5 days of assignment)
- Conduct field survey and prepare the reports on prescribed format. (After ten days of joining till the end of assignment/activity).
- Field survey would include visits to selected schools (according to field plan) for collecting data and source documents on various indicators along with inspection of field operations for data collection and/or entry by the firm conducting census activities.
- Prepare and submit to reporting line the issues and challenges faced during data collection by third party firm. (Weekly during the assignment)
- Prepare counter strategies and submit suggestions for improvement in data collection exercise. (Weekly during the assignment)
- Prepare and submit analytical report for field activity monitoring and concentration and frequency of different issues faced during data collection exercise. (At the end of exercise)
- Any report required by Designated Team Leader (Region) and concurrently to PO (SEMIS) from time to time. (At agreed time frame)

Therefore, you are requested to please search/explore experienced persons for above activity and send scanned CVs at earliest (before 18th March, 2016) for scrutiny & evaluation for necessary processes.