

**JOB OPPORTUNITY  
FOR  
MANAGING DIRECTOR**

The Elementary Education Foundation (EEF) is an autonomous government organization working in Khyber Pakhtunkhwa to support the private and non-formal sector in providing quality education in the province. The Foundation implements innovative, demand-driven initiatives that include vouchers to deserving children to attend low cost private schools of their choice, subsidies to private schools to provide tuition free schooling, literacy and skills development programs for youth and adults, community schools in low enrolment areas, and Tameer-e-School Program. The EEF is looking for a full time qualified professional to serve as its Managing Director.

Based at the EEF head office in Peshawar, the position is purely on contract basis for an initial period of two years and is likely to be extended for one year, subject to satisfactory performance.

The Managing Director is expected to provide strategic leadership for effective implementation of the organizational agenda in supporting the scale up of the education vouchers scheme, promotion of girls' community schools and their sustainability, fostering the public-private partnership with CSOs and donors, to increase access to education for all with a focus on the underprivileged, especially girls.

The candidate is also required to explore innovative ideas to improve access, and inclusive learning to support the Elementary and Secondary Education Department (E&SED).

**Required Qualification, Experience and Skills:**

The candidate is required with a minimum qualification of Masters Degree in social and/or management sciences, from a recognized university and at least 15 years of developmental sector experience, including seven years of directly leading large scale education sector program/s.

Full understanding, knowledge and demonstrable experience of the public private partnership, project management, strategic leadership, public sector processes, and public finance and its rules are essential. Excellent oral and written communication skills and computer proficiency are required. Preference will be given to candidates having excellent performance and service record in the Govt., autonomous bodies in management positions.

**Benefits and Compensation:**

The EEF is an equal opportunity employer and offers competitive remuneration/ attractive market based and other permissible benefits that commensurate with experience.

Detailed Terms of reference can be referred to at [www.eef.org.pk](http://www.eef.org.pk)

Interested candidates may apply under a covering application, supported with Curriculum Vitae, three passport size photographs, attested copies of degrees and testimonials, experience certificates and CNIC and complete contact details including official and residential addresses.

Applications complete in all aspects (in sealed envelope with position clearly marked) should reach to the undersigned on or before 03-04-2017.

Incomplete applications will not be entertained. Only shortlisted candidates will be called for test/interview.

Note: - The candidates who have already applied for the said position, are requested to re-apply.

**Director Finance, HR & Administration**  
**Elementary Education Foundation**

House No.49-A, Street No.2, Old Shami Road, Peshawar Cantt.

Khyber Pakhtunkhwa. Phone: 091-9212395, 9212396.

E-mail: [info@eef.org.pk](mailto:info@eef.org.pk)

<b>Application Form</b>			
Application for the Post of			
Name			
Father Name			
CNIC No.			
Date of Birth			
Age in years			
Domicile			
District			
Full Address			
Contact No.			
<b>Qualification</b>	<b>Passing Year</b>	<b>Division</b>	<b>Board/University</b>
Matric			
Intermediate			
Graduation			
Master			
M.Phil/MS			
Diploma			
Others			
Relevant Experience in years			
<b>Applicant Signature: _____</b>			