



Vacancy Announcement
(First date of job posted: 14 January, 2023)

Rastriya Mukta Haliya Samaj Federation-Nepal (RMHSF-N) is an umbrella organization working for the socio-economic rights of freed Haliyas amalgamated with 386 freed Haliya groups and 12 Community Based Organizations (CBOs) from 12 districts of Sudur Paschim & Karnali Province. It was formally registered in District Administrative Office (DAO) Dadeldhura in 2007 AD & affiliated with the social welfare council Nepal and NGO/F Dadeldhura. It has been working in Haliya rights movement since government of Nepal emancipated the Haliya system in 2008 AD with 5 points agreement. Now it is playing vital role for rehabilitation of Freed Haliyas through lobby and various advocacy intervention.

RMHSF-N has been working in the field of Evidence based advocacy, Empowerment, Livelihood, WASH and Sanitation, Humanitarian Response, Good governance & Institutional Capacity development. Now, RMHSF-N is implementing a project entitled "**Ending Agriculture Bonded Labor in Nepal (EABL)**" funded by Norwegian Agency for Development Cooperation (**NORAD**) & partnership with ActionAid International Nepal (**AAIN**).

The project areas of Bajura district are Budhinanda M, Jagannatha RM, Swamikartik RM & Himali RM. The project aims to significant reduction in the prevalence of agriculture bonded labour in Nepal with survivors accessing sustainable freedom. RMHSF-N invites applications from qualified and competent Nepali candidates for the following positions:

1) Project Officer No.1 (Bajura, Kolti Based and frequently field visits)

Key Responsibilities: This position will be responsible to implement the project in partnership with ActionAid International Nepal (AAIN) to produce quality results working in close coordination with funding partners, CSOs, government line agencies and other stakeholders. S/he will be responsible to lead role for the implementation of the project at field level with ensuring the quality of the project interventions in line with work plan. S/he reports to Executive Director of the organization & Focal Person of the supporting organization.

Required Qualifications and Experience:

- Completed Bachelor's Degree in social science or management disciplines (master's Degree Preferred)
- Minimum of 5 years of working experience in project management, team coordination of similar projects,
- Previous work experience in Bonded Labor Rights, Social Justice, Social Inclusion, community mobilization, Haliya movement building and strengthening, related project management and coordination is preferred.
- Knowledge of socio-economic and political context on Nepal and understanding of Bonded Labor issues.
- Good understanding & Knowledge of GoN rules and regulations, Acts and policies regarding non-profit/social sector organizations
- Good understanding of governing structures and related policies for local level.
- Highly developed advocacy and campaign skills.
- Able to work independently under pressure of deadline.
- Leadership skill, good teamwork and coordination skill.
- Excellent reporting and communication skills in both Nepali and English language.
- Good knowledge of computer word, excel, power point, email, internet etc.

2) Finance Officer-1 No (Dhangadhi Based)

Key Responsibilities:

Finance Officer (FO) is entrusted with the responsibility for planning, organizing, leading, controlling and monitoring function in EABL project (RMHSF-N) in the area of Financial and Administrative Management including Procurement and Logistic and ensures the full compliances of Financial and other policies of RMHSF- Nepal. S/he reports to Executive Director /Focal Person of the supporting organization.



Required Qualification & Experience:

- Bachelors' Degree in Business Studies with Finance major & 3years work experience or Passed proficiency certificate (+2) level in Business Studies with Finance major &10 years of work experience or any other equivalent relevant academic discipline.
- Ability to work effectively in a team and staff mobilization.
- Good interpersonal and official communication, e-mail and internet skills with learning attitude.
- Knowledge on institutional development and capacity building, skills of proper documentation of financial matter.
- Excellent reporting and communication skills in both Nepali and English language.

3) Haliya Activist No - 2 (1 Male & 1 Female)

Working areas- Budhinanda Municipality, Jagannatha RM, Swamikartik RM & Himali RM of Bajura District.

Key Responsibilities: The Haliya Activists will be responsible to carryout tasks in accordance with the Project document, the policies and systems of RMHSF-Nepal and donor agencies. S/he shall follow the guidelines of the Project officer of the project and closely work with program to fulfill the assigned responsibilities.

Required Qualifications and Experience:

- Completed SLC/ SEE level (preferred intermediate/+2)
- Minimum of 3 years of working experience in similar projects,
- Previous work experience in Bonded Labor Rights, Social Inclusion, community mobilization, Haliya movement building and strengthening, related project management and coordination is preferred.
- Good understanding of Freed Haliya,& Bonded Labor issues.
- Good understanding of local Government rules and regulations, Acts and policies regarding non-profit/social sector organizations.
- Able to work independently under pressure of deadline.
- Proven experience in event management and financial documentation.
- Social mobilization & Communication and reporting skills.
- Good knowledge & skill of basic computer course_would be an asset.

Personal qualifications and commitments (for all positions)

- Committed to rights based advocacy and gender.
- Commitment to basic workplace values and policies.
- Work according to the objectives of organization and donors.
- Able, willing and committed to work with people of different backgrounds.
- Contribute constructively to a working environment based on mutual respect, trust and commitment.
- Have high regards towards accountability.

Salary & benefits (For all positions)

- Monthly salary and other benefits will be provided by mutual understanding as per the policy of organization.

Applying Procedure:

Interested candidates who have meet the above-mentioned required qualifications and experiences can apply by sending the application letter, updated CV and copies of academic certificates and citizenship to haliyamukti@gmail.com or applicants can also submit hardcopy of above mentioned document at Rastriya Mukta Haliya Samaj Federation Nepal, Hasanpur-5 Kailali & District Haliya Mukti Samaj Bajura, Kolti Office no later than21 January,2023 on office time 4:00 PM.Only shortlisted candidates will be contacted for further selection process. No telephone inquiries will be registered and any inappropriate recommendation might automatically disqualify the candidate from further processing. RMHSF-N is an equal opportunity employer and strictly follows the merit-based selection. Qualified female candidates, Freed Haliyas, Dalits,Person with Disability (PwDs) or those from disadvantaged communities are strongly encouraged to apply. *For this process all right reserved to RMHSF-NStaff Recruitment Committee.*