

Project Manager

SKS Foundation

Vacancy

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Job Context

SKS Foundation in partnership with ANDHERI HILFE, Germany and Co-Finance by BMZ is going to implement **Local Adaptation for Resilience Building (LARB) to Flood Affected Communities in Gaibandha** Project. Following positions will be recruited for implementing the project's interventions:

Job Responsibilities

- PM will be responsible for preparing Union wise/field staff wise activity plan keeping consistency with the project implementation plan.
- PM will be responsible for organizing the foundation training, orientations, project workshops, meetings etc. with relevant stakeholders of the project.
- S/he will ensure the project reports to Andheri-Hilfe and Bangladesh Country Office as per agreed schedule,
- PM will ensure the proper utilization of the approved budget following the financial plan of the project,
- S/he will coordinate with SKS Foundation other sectors, departments for smooth coordination and getting support for field implementation,
- Coordinate with project participants, Local elite, local govt. representatives and other stakeholders of the project.
- S/he will monitor and supervise the monthly work plan of project senior staffs and guide to achieve the target,
- Project Manager will ensure relevant study, monitoring, annual audit etc. of the project as per plan.

Employment Status

Full-time

Educational Requirements

- Master's/Bachelor Degree in Economics, Statistics, Development Studies, Agriculture or Social Sciences. Degree may be relaxed for highly experienced candidates.

Experience:

- 5 to 7 year(s)

Age:

- At most 45 years. Age may be relaxed for highly experienced Candidates.

Additional Requirements

- Project Manager should have Strong project planning, coordination and implementation skills.
- Good knowledge on climate change, disaster risk reduction, flood context, economic development of the poor, livelihood and agricultural measures etc.
- Strong leadership, team management and interpersonal communication skills.
- Excellent report writing and documentation skills both in English and Bangla.
- Proficiency in MS Office applications, particularly Word, Excel and PowerPoint.

Job Location

Gaibandha

Salary

- Salary BDT 44,000- 46,200 (Monthly)
- Others benefits will be as per project budget provision.

Compensation & other benefits

- T/A, Mobile bill, Weekly 2 holidays

Read Before Apply

Interested candidates are requested to send their application along with Curriculum Vitae (pdf copy) with two referees to hr@sks-bd.org or recruitment.skshr@gmail.com by **15 September 2026**. Only short-listed candidates will be called for interview. Women are especially encouraged to apply.