PLANNED PARENTHOOD FEDERATION OF NIGERIA

Applicants’ Form 2

SUMMARY OF RESUME IN RESPECT OF APPLICATION FOR THE POST OF: **PROGRAMME OFFICER**

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| **NAME** | **Age/**  **Gender** | **Requisite Qualification**  **(as advertised)** | **Summary of Qualifications Obtained**  **by applicant (with dates)** | **Summary of Applicant’s Work Experience (with dates)** |
|  | e.g.  35/ Male | * BA/B.Sc Public Health or Social Sciences or equivalent. * Five years relevant work experience including not less than three years in an NGO (preferably in SRH). * Excellent contextual, analytical, writing and oral communication skills. * Team playing qualities/experience. * Familiarity with key national and international implementing, support and donor organizations in SRH. * Computer literacy skills such as Microsoft Packages (excel, word, access), SPSS, Epi-info, etc. * Sensitive and caring but firm and decisive in managing junior-level staff. * Strong knowledge of NGO operations particularly those in reproductive health including family planning, maternal and child health, sexual health and women development, program development and management. * Familiarity with varied socio-cultural issues as they relate to SRH in the country and sensitive to cross-cultural issues and concerns. * Membership of relevant professional associations. |  |  |

**(please expand this form as may be required)**