

Seva Foundation Kathmandu, Nepal Job Application Form

Position Applied For: Nation	nal Count	ry Director							
INSTRUCTION: Please fill th	e Job App	lication Form	completely	/ .					
1. Full name: Ram Bahadur K	С								
2. Date of Birth Day / Month/ Year 1965/06/11	3. Nationa NEPALI	ality	Male	4. Sex Male √□ Female □ Others □			ital Status □	Married	10
6. Permanent Address:		7. Present ac	ddress if dif	ferent		8. Cor	ntact Addres	S:	
District: Lalitpur Municipality: Mahalaxmi Ward No:4 Uttarganga tole P. O. Box No: E-mail:naveen. ramkc2005@yahoo.com Telephone No:9868017012 District: Municipality: Ward No: P. O. Box No: E-mail: Telephone No:9868017012 Telephone No:				E-mail:naveen.ramkc2005@y					ioo.com
		Ability to read		Ability to write			Ability to Speak		
	Fluent	Moderate	Basic	Fluent	Moderate	Basic	Fluent	Moderate	Basic
English	√□			√□				\	
Nepali	√ □			√ □			↓ □		
(Any other International/ local languages)									
Hindi (National Language of India and local of Terai region	√ □			↓ □			\□		
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Monthly and					
quarterly					
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(narrative and					
financial) in a					
timely fashion.					
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10. Education: Please give the name of the institute, dates (from-to) and the exact qualification obt

Name, Place and Country of Institute	Attended Date		Qualification Obtained	Main Subjects of Study	
	From	То			
Tribhuvan University, Nepal	2012	2014	Masters in Sociology	Sociology	
Tribhuvan University, Nepal	2000	2002	Bachelor in Education (Economics)	Economics	
India Board	2002	2004	Intermediate in Arts	Economics	
Nepal Board	1988		School Leaving Certificate	Economics/Health	

11. List job related trainings and skills you have

From	То	Organized by , Location
2047 BS	2050 BS	CTEVT/NNJS
1/10/1999	3/10/1999	Department of Drug Administration , Ministry of Health and Population and USAID. Nepal
2/12/2001	5/12/2001	·
	2047 BS 1/10/1999	2047 BS 2050 BS 1/10/1999 3/10/1999

Job Related Skills (Computer/Software or others):

12.	List membership of professional	l societies, activities	s and achievements in civid	c, public or international affairs:

Life Member of Graduate Pharmacist Association, Nepal (DPAN) Life Member of Nepal Pharmacy Council

13. List any significant publications you have written

14.Employment Record: Starting with your present / most recent employment

Name of Employer	Exact Title of	Work Duration Date		Location	Reason for leaving
(Organization)	your Position	From	То		
People in Need	Project	12/2016	02/ 2021	Laximpat,	Project completion
	Manager			Kathmandu	

Facilitate National Reconstruction Authority (NRA) to implement Relocation (Land grant and Housing grant) of Geo-hazard displaced and landless population affected by 2015 Earthquake (EQ);

Advocate on the issues of EQ affected population and assist NRA in policy formulation and development of guidelines; conduct consultative meetings with CEO of NRA and NRA Executive Members, NRA staffs, donors and relevant Government actors; implementation of protection and sustainable activities for the relocated and resettled beneficiaries by developing training curriculums on gender equality and social inclusion on and ensure the application of "Her Safety" training (GESI) in relocated sites; facilitate to organise orientation on landslide mapping disaster management to the members of District Disaster Risk Management committee (DDMC); day to day management of project in coordination with Central/ District level NRA, Government associates, implementing partner and technical partner; recruitment, coordination and supervision of project staff and consultants; coordination, management and monitoring of the project finance, administration and logistics as per PIN's policy and guidelines; assist Line Manager in report writing to Donors; develop Standard Operation Procedure (SOP) of the project and handover to NRA and Donor upon the completion of the project.

Name of Employer	Exact Title of	Work Dura	tion Date	Location	Reason for leaving
(Organization)	your Position	From	То		
BP Eye Foundation	Outreach &	2074 BS	2078 BS	Lokanthali,	
/CHEERS hospital	Training			Bhaktapur	
	Coordinator				

Your main Job responsibilities (precisely in points):

- 1. Plan of community eye care program
- 2. Prepare training curriculum/contents for various cadres
- 3. Monitor and evaluate eye health activities 9 Community program)
- 4. Prepare various report
- 5. Coordinate with various agencies for eye care program
- 6. Organize meeting/workshops

Name of Employer	Exact Title of	Work Durat	tion Date	Location	Reason for leaving
(Organization)	your Position	From	То		
TIPPITAKA eye hospital	Senior	2018	2018	Myanmar	Phase out project
Myanmar	Ophthalmic				
	Technician				

Your main Job responsibilities (precisely in points):

- -Support hospital management in conducting community program /hospital base program
- -Coordinate with hospital management and other required agencies

District MACIL seriest LICAID sus	and a discourse of the same of the same of the same is at	
DISTRICT WASH project USAID Sup	ported program At Kanchanpur 10 months project	
Major responsibilities-		
Technical guidence		
Coordination		
Monitoring of WASH and ODF ca	ımpaigning	
Reporting		
Coordination with district and co	ommunity level agencies	
Senior Ophthalmic Officer - at Ne	epalgunj(swiss red cross supported program) - 1	5 vears
	, , , , , , , , , , , , , , , , , , ,	•
Note: Please extend the table of	employment record as required	
15. References: list two immedia	te supervisors (from your recent/previous organization	s) who can be contacted for a reference
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Full Name	Full Address with e-mail address and contact	Position/ Organization
	phone numbers	
Mr. Som Paneru	Nepal Youth Foundation	Chairperson
	Ekantakuna Bhanimandal Lalitnur	Nepal Youth Foundation

G.P.O. Box 10012, Kathmandu, Nepal Phone: +977-1-5000059; 5000118; 5000154

> Former Program Manager People in Need

Fax:+977-1-5000066; Mobile #9851054541

sundupdorjelama@gmail.com

Mobile# 9851100494

Mr. Sundup Dorje Lama

16. I certify the above state	ments are true, complete, and correct.	
Date: • If you wish to add you	Signature: resume/CV or any additional information along with this form, you may do so.	
Please attach a cover	ng letter along with this form.	