



Australia Indonesia Partnership
Kemitraan Australia Indonesia



Staff vacancies Human Resource Management Coordinator

The Australia Indonesia Partnership for Decentralisation (AIPD) is seeking a qualified person to fill vacant position for Human Resource Management Coordinator. This position will be based in Kupang with visits to other AIPD program locations.

Duration and Timing of Inputs:

Anticipated start date: February 2011 for approximately a year with extension by mutual agreement.

Qualifications / Experience:

- Tertiary qualifications in a relevant field or equivalent experience
- Extensive experience in the management and implementation of human resource management
- Strong organisational, planning and management skills
- Demonstrated ability to deliver high quality outputs on time
- Good interpersonal skills and commitment to working in a team
- Excellent report writing skills
- Commitment to gender and HIV mainstreaming
- Fluency in Indonesian and English

Applications addressing the above criteria with a recent CV to be addressed to: recruitment@aipd.or.id

Closing date: 28 Jan 2011. Only short listed candidates will be contacted for interview.