

To,
Human Resource Department,
Nepal Water for Health (NEWAH), Kathmandu

13 December 2019

Subject: Application for the post of “**Deputy Director**”

Dear Sir/Madam,

In response to vacancy announcement in online job portal <https://www.jobsnepal.com/deputy-director-116400>, I would like to apply for the position of “**Deputy Director**”. I would represent myself as a young, proactive, energetic, hardworking, enthusiastic, committed and results oriented person. For further perusal, I have submitted my detail CV herewith.

I am self-motivated person having 13 years’ work experience related to project management, monitoring and evaluation, capacity building, financial management and field level activities implementation related to rural infrastructure development projects in different national and international organizations. I have good presentation and facilitation skill, experienced in managing multicultural team, strong communication and negotiation skill, monitoring & evaluation and analytical skill and able to establish well coordination among the various government, non-government or private sector stakeholders/partners.

I have started my professional career from **Practical Action Nepal** as a field supervisor and worked in Syangja and Tanahun districts in 2006. I have worked in **Access for Opportunity Project** as a **Project Coordinator** for 3 years from 2007 to 2009 in Tanahun. The project was implemented by **Practical Action Nepal** and **NGO Network Tanahun** and it was focused to implement its activities related to livelihood improvement and infrastructure development i.e construction of gravity goods ropeway, resource center building and school building construction, small/micro irrigation schemes implementation in remote areas of Tanahun District. The project was funded by **European Union** and **Practical Action UK**. After that, I have joined **Trail Bridge Support Unit (TBSU)/HELVETAS Nepal** in November 2009 as a **Technical Coordinator** and worked till September 2014, I was responsible for survey, design and quality control, quality assurance and overall technical matters of trial bridges construction. Since October 2014, I have been working as a **State/Province Manager (SWAp Facilitation Manager)** in **TBSU/HELVETAS Nepal** till the date. Currently, I am taking lead role to manage the GoN led **Trail Bridge Sub-Sector Program** in various 21 hill, mountain and terai districts of Province No. 5, 6 and 7 for providing technical assistance to local governments formerly DDCs/DTOs (now rural/urban municipalities) and province governments MoPID/TID/IDOs. Trail Bridge Sub-Sector Programme is a bilateral initiative of **Government of Nepal** and **Swiss Government (SDC)** with the financial support from various development partners i.e **DFID, WB, ADB, SDC** under sector wide approach (SWAp).

Since initial days, I have been involved in project management, partnership management and various capacity building activities for DDCs/DTOs/district partner NGOs/regional partner NGO/users committees/private consulting/contracting firms, fabricators and private sectors. In the present changed context of the country, I am taking lead role in provincial level to plan and execute overall program including capacity building activities for newly elected local government representatives and personnel i.e. rural/urban municipalities, province government’s entities MoPID, TID and IDOs for planning, budgeting and implementation of program.

I have completed **M. Sc. in Construction Management** with **Bachelor's Degree in Civil Engineering**. I have completed certificate level course in “**Rethinking Partnerships**” from Coady International Institute, St. Francis Xavier University, Canada. I hope my qualification, experience about infrastructure development and management, quality control and assurance; social mobilization; livelihood improvement, project cycle management and monitoring & evaluation of project activities and proven experience of working with various stakeholders especially with local and provincial governments, non-government and private sectors fulfill the requirement of the position. If I get this opportunity, I assure that I can confidently bear the responsibility.

Sincerely yours



.....
Resham Jung Singh