To,

HR Manager.

Subject: Cover later for the post of Deputy Director.

Dear HR Manager,

With this application, applying for the post of Deputy Director, Nepal for the following competencies:

* Wealth of experience on country office strategy development including stakeholder analysis and monitor partners (the all level Government, UN agencies, Private sectors), government liaison, UN agencies coordination, and partnership development.
* Expertise to guide the overall project implementation as per project document and overall coherence of the project as well as project performance in the guidelines and targets directed by the project documents.
* Managed the project on governance, Disaster Risk Reduction and resilience, sustainable resilience livelihood, infrastructure, indigenous, poor, vulnerable and socially excluded , women empowerment, peace building through do no harm, principal of deep democracy, capacity enhancement local regional and national government, strengthening the action on governance through utilization of the natural resources, promoting livelihood and reducing the dissatisfaction through diversified actions of the depraved groups
* Experience work on plain, valley, hill, mountain and diversified cultures primary actors, strengthened the capacity of the public, private and civil society institutions on form, reform and implementation of the plan, policy and programme in CSP, UNNATI, GESI, governance, right, justice, Value chain commercialization, and Partner Capacity Development, mediation and policy advocacy through application of deep democracy.

**As a programme Manager of the VSO Nepal performed the following Role:**

* Designed two framework/ strategy on DRR-Resilience and Governance and mainstreamed the strategy in the VSO Nepal ‘s ongoing and incoming programme and projects.
* As programme Manager overall responsible for planning, implementation, monitoring and evaluation of DRR-Resilience and Governance component related strategies at country office and playing lead role to design, manage, plan and implement of DRR-Resilience and Governance programme and projects.
* Leading and responsible to facilitate capacity building of partners, DRR committees, ERT members and target groups in disaster preparedness and response. Responsible for DRR strategy and provide technical support to projects and partners, responsible to develop strong and fruitful linkages and communication with relevant technical Networks; Government line agencies and donors' issues related to DRR and governance at their regions.
* Leading the Program and policy/strategy development and implementation DRR/Resilience and Governance, Monitoring and Evaluation (M&E) and reporting of project, Networking, External Relations, Communication, Coordination and Knowledge Sharing and Human Resource Management and Development of national and international professionals. Some specific role are as follows:

**Projects and team management**

Prepares and oversees Work Plan implementation programmes and projects

Managing the Governance and Resilience team including national and international governance and resilience experts

Ensuring the clear definition of roles

Monitoring that the project is on track to deliver expected outcomes and meet KPIs and payment milestones

Tracks project budgeting and financial health of the different projcts

Supports collegial communication with Consortium partners and the Strategic Technical Panel

**Technical leadership**

Providing leadership in urban and urban development, resilience and governance

Leads the development of resilient infrastructure interventions

Leads the preparation of technical outputs

Implements and adapts project methodology

Encapsulates and communicates project learning

Proactively identifies technical needs and manages short-term technical inputs

**Brokering stakeholder engagement**

Leading engagement with GON stakeholders at all levels

Ensuring efficient day-to-day communication with national and global team

Works collaboratively with institutional partners, the client and team members to create a positive dynamic driving project delivery

Seeks opportunities to build on project success to gain further traction and transformative results

Attached herewith CV for your kind perusal which indicates strong candidate and very enthusiastic to join with this reputed organization. Thank you very much and looking forward to hearing from you.

Yours sincerely,

Rohit Kumar Yadav