



Social Assistance and Rehabilitation for the Physically Vulnerable (SARPV) 274/4 (3rd Floor), South Monipur (60 feet Road), Mirpur, Dhaka-1216, Bangladesh.

Advertisement

SARPV is a leading non-profit organization committed to empowering underprivileged communities since 1988. Our focus ranges from disability support to poverty alleviation, education, healthcare, and beyond. We pioneer initiatives that transform lives and build sustainable futures. By recognizing the correlation between disasters and disabilities, we provide sensitive response and relief operations. Our holistic approach prioritizes socio-economic development, believing economic empowerment is key to a dignified life. At SARPV, we offer a dynamic work environment where creativity and compassion thrive. SARPV team tries to make a real difference in the world. Together, we create positive change and uplift the most vulnerable members of society.

Position: Technical Manager

Vacancy: 01

Organization: SARPV

Job Location: Ukhiya, Chakaria, Cox's Bazar

Line Manager: Regional Director

Type of Contract: Fixed-term

Duration of the Contract: 9 Months

Note: "The advertised position will be depending upon contract award."

Requirements

Education

- BSc in physiotherapy/Completion of a Category II (CAT-2) course in Prosthetics & Orthotics (P&O).

Experience

- At least 5 years in disability inclusion related program management

Additional Requirements

Experience:

- Minimum 5 years of experience in disability inclusion, rehabilitation, or humanitarian/development projects in camp context.
- Proven experience in managing technical teams and capacity-building initiatives.
- Experience in Prosthetics and Orthotics services will be considered an asset.
- Strong knowledge of M&E systems, accountability frameworks, and donor compliance.
- Experience working with OPDs and advocacy programs is highly desirable.

KNOWLEDGE, SKILLS & COMPETENCIES:

- Leadership and communication skills to manage across teams in challenging contexts
- Strong interpersonal skills to work cooperatively with teams, local counterparts, donors, and other stakeholders to achieve results
- Fluency in Bangla and working written and oral proficiency in English are required
- Project Management
- GOB, Donor liaison and coordination

COMPETENCIES:

- Team building and leading capacity and ability to work under pressure and meet the deadline
 - Flexible to face new challenges
 - Analytical thinking, decision making
 - Gender Sensitivity
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Responsibilities & Context

1. Project Implementation & Strategy

- **Field Execution:** Lead the hands-on rollout of project activities in coordination with the head office, partners, and local authorities.
- **Climate-Smart Agriculture:** Implement, evaluate, and adapt agricultural interventions based on local suitability, climate impact, and farmer returns.
- **Planning:** Develop monthly, quarterly, and periodic implementation plans.

2. Team Leadership & Safeguarding

- **Team Management:** Guide and coordinate the project team to ensure efficient operations.
- **Safeguarding Lead:** Act as the primary champion for health, safety, and anti-harassment policies, ensuring a safe working environment and handling incident reporting.

3. Compliance, Financials & Reporting

- **Audit Readiness:** Maintain accurate, accessible compliance records and manage regular documentation for reviews.
- **Troubleshooting:** Address and resolve critical issues regarding grants, budgets, personnel, and compliance.
- **Reporting:** Prepare monthly, quarterly, and ad-hoc progress reports.

4. Stakeholder & Government Relations

- **Local Coordination:** Maintain close communication with local government administrations to support and align activity planning.
- **Collaboration:** Partner with internal and external colleagues to develop demand-driven climate actions.

Key Deliverables & KPIs

- Your success in this role will be measured by:
- Developing tools that clarify climate data and indicators.
- Creating strategic documents, tools, and contributing to policy updates.
- Meeting quarterly Grant Management targets.

Salary and other admissible benefits.

- Gross salary (monthly): BDT 55,000/-
- Phone bill allowance (monthly): As per Policy
- Travel allowance (monthly): Bill on actual
- Weekly 2 holidays.

If the candidates feel that their qualification, exposure and experience match with our requirements, and they are willing to commit to our values and are sympathetic to our beliefs then please submit your CV given below address before the closing date. You have to give real and all information in the form. Interview session is expected to take place in a shortest time after the application deadline. Only shortlisted candidates will be contacted for the further selection process. Verification of Educational and professional experience certificates will be done after/during Interview.

Special Note: Internal Circular.

Address:

Head Office: SARPV, 274/4 (3rd Floor), South Monipur (60 feet Road),
Mirpur, Dhaka-1216, Bangladesh.

Or

Regional Office: SARPV Regional Complex, Voramuhiri, Chakaria, Cox's Bazar.

Last date of Application: 31/05/2026

“Women and Persons with disabilities are encouraged to apply”

Read Before Apply: "The advertised position will be contingent upon contract award"



Deputy Director- Human Resources
SARPV