



JOB OPPORTUNITY

The Southeast Asian Regional Center for Graduate Study and Research in Agriculture (SEARCA) invites qualified applicants for the position of:

HEAD KNOWLEDGE RESOURCES UNIT

SCOPE OF WORK

Oversees all activities pertaining to the generation, verification, storage, distribution, exchange, and dissemination of Center-generated knowledge products and services

QUALIFICATION

Master's Degree in Development/Communication or related field; PhD degree in the same field/s is an advantage

Minimum of 8 years relevant work experience, 3 years in managerial/ supervisory position

COMPETENCY REQUIREMENTS

- Excellent skills in oral, written, and interpersonal communication and in client orientation;
- Excellent skills in leadership, management, monitoring, coordination, problem-solving, and analysis;
- High knowledge on technical/academic publication writing, editing, production and marketing;
- High proficiency in project proposal development, presentation, and marketing;
- High skills in establishing and maintaining networks / partnerships with foreign and local institutions;
- Proficiency in Information and Communication Technology (ICT) development and applications;
- Proficiency in product/service marketing and establishing networks /linkages; and
- Familiarity with library and archives management.

Interested applicants should send application letter and comprehensive resumé with details of work experience, academic records, recent 1 x 1 photo, and references (at least three with full contact details) to: Head, Human Resource Management Unit, SEARCA, College, Los Baños, Laguna, 4031 or email to jobs@agri.searca.org. Only short-listed applicants will be notified. For more information on SEARCA, please refer to www.searca.org

Applications will be accepted until 7 May 2010 or until a suitable candidate is found.