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NO. SELD/DL&NFE/(- 1838 -) /2023
GOVERNMENT OF SINDH
SCHOOL EDUCATION & LITERACY DEPARTMENT
DIRECTORATE LITERACY & NON-FORMAL EDUCATION SINDH
3RD FLOOR OLD KDA BUILDING, SINDH SECRETARIAT, KARACHI

Karachi. Dated: August, 28th 2023.

INTERNSHIP OPPORTUNITY FOR YOUTH AT DLNFE SINDH

The Directorate of Literacy and Non-Formal Education (DLNFE), School Education and Literacy Department (SELD), Government of Sindh, in collaboration with UNICEF Pakistan, invites applications from young and motivated candidates for an internship joint venture in the following areas:

- **LNFE Research and Development:** During the learning; the intern will assist the DLNFE staff in conducting research, analysis, and evaluation of LNFE programmes and policies. The intern will also learn and support the development of innovative and evidence-based solutions for improving LNFE outcomes in Sindh.
- **Office Automation/Secretariat Work:** During the learning; the intern will assist the DLNFE staff in managing the office operations, documentation, correspondence, and coordination. The intern will learn and also support the implementation of office automation systems and tools to enhance the efficiency and effectiveness of DLNFE work processes.
- **MIS/Web Management:** During the learning the intern will assist the DLNFE staff in developing, maintaining, and updating a web-based management information system (MIS) for DLNFE, which will enable data collection, analysis, and dissemination of information on LNFE programmes and learners. The intern will also design and manage the DLNFE website and social media platforms to enhance the visibility and outreach of LNFE initiatives in Sindh.

The internship initiative is based on a joint venture between DLNFE and UNICEF Pakistan, initially for a period of three months (renewable subject to the approval from sponsors). During the internship, a monthly performance-based stipend of up to Rs. 35,000 will be paid to the selected candidates. The internship programme aims to provide an opportunity for youth to learn, work, and get developed as professionals in the field of LNFE.

The eligibility criteria for applying for the internship programme are as follows:

- Age limit: Up to 28 years
- Minimum qualification: Bachelor's degree in the related field
- Knowledge about IT skills and experience in the related field of interest: Preferable
- Domicile: Sindh



Interested candidates are requested to submit their applications along with their updated CVs by **12th September 2023** to the following email address:

dlnfe.sindh@gmail.com and lnfesindh@gmail.com



Shortlisted candidates will be contacted for interviews by the Selection Committee who reserves the right to accept or reject any or all applications without assigning any reason.