#### Logo

### JOB VACANCY

World Vision International – Vietnam (WVV) invites Vietnamese competent candidates for the following position:

**Micro Finance Operation Manager** (1 position) based in Hanoi.

*As per WV Vietnam strategy, micro finance is managed as one of its initiatives. In other word it is part of WV Vietnam and not as a separate entity line in other countries.*

*WV Vietnam has 35 Area Development Programs (ADP). ADP is a 10-15 year community development program that is an integrated approach to community development, emphasizing the process of community participation, ownership and sustainability, while addressing the macro and micro causes of poverty. WVV’s ADPs focus within one administrative district of a province which usually populated by ethnic minority people with very high rates of poverty.*

*Micro Finance program’s mission is to foster improvement in the quality of life among the clients in Vietnam by assisting the economically active poor and graduating the moderate and poorest of the poor into entrepreneurial skills. This will be accomplished through a sustainable Micro Finance program that provides access to loans, insurance and savings within ADPs All aspects of the services that MF program delivers are built to lead the development of appropriate models, capacities and systems for Micro enterprise development in Vietnam, resulting in sustainable economic development as part of WVI transformational development ministry throughout ADP communities.*

*MF Program is structured in two management levels: central office in Hanoi and branch office at provincial and/ or regional level. All direct transactions with clients including clients screening, loan processing and loan collection are carried out at communities’ level through*

**Purpose of the position:**

To provide effective leadership and management of the micro-finance program for its efficient operation and long-term sustainability at both branch & head office levels and to ensure that designated objectives and goals are met and in line with set standards and objectives of the MF Program

**Requirements:**

The following knowledge, skills and abilities may be acquired through a combination of formal schooling, self-education, prior experience, or on the job training:

•    A Bachelor Degree in economics, accounting, business administration or any other social science field.

* + - * Determined personality with initiative, perseverance and the ability to motivate and manage a team.
* Demonstrated high level of ethical commitment and trustworthiness.
* Dynamic personality to be able to work and maintain good relations with different types of people and team spirit.
* Capability and willingness to take responsibility and highly developed sense of rectitude.
* Be a good trainer, facilitator, mentor, and coach.
* Very good communication and marketing skills.
* Good analytical and problem solving skills.
* Fluency in English, both written and spoken.
* Must be willing to travel to provinces frequently and ability to work under pressure.
* Al least 5 years experience at a senior managerial level.
* Experience in MF management.

World Vision Vietnam is a Christian non-government organization. Applicants having working experience in a similar kind of organization will be an advantage.

Interested candidates are invited to send detailed Curriculum Vitae and WV Vietnam’s standard Application Form to job\_application@wvi.org by **16 November 2014.**

WVV Application Form and the detailed job description for this position can be found at World Vision Vietnam’s website: http://www.wvi.org/publication/world-vision-vietnam-application-employment and http://www.wvi.org/publication/jdmicro-finance-operation-manager.

Our contact details are:
***People and Culture Department***
***World Vision International - Vietnam***
***Address: 4th floor, the HEAC building, 14-16 Ham Long street, Hanoi***
***Tel: 04. 39439920 (ext.118)***

#### We give equal opportunity to every candidate, regardless of religion, race and gender.

A competitive salary, benefits and career development opportunity will be offered and commensurate with the experience, qualifications and responsibilities.

World Vision is a Christian humanitarian organization which works to improve the quality of life of people, especially children, who are marginalized and living in poverty regardless of religion, race and gender.