

Project Manager, Community-Based Tourism Project

Established in 2014, the Centre for Rural Economy Development (CRED) works with a range of local communities and beneficiaries i) To enhance and improve household and community access and benefits from inclusive and sustainable growth across the agriculture sector in Vietnam and the region; ii) To support poor and disadvantaged communities in their efforts to improve their living conditions in a sustainable manner; and iii) To advocate for coherent ODA support and development policies, responsive to the needs of poor and disadvantaged communities, women, children and men.

CRED is looking for Vietnamese citizen for a Project Manager of Community-Based Tourism Project which works to improve livelihood of ethnic minority people in Ha Giang and Cao Bang provinces. The Project Manager will base in Hanoi with frequent travels to provinces

DUTIES & RESPONSIBILITIES

- Responsible for planning, implementing, monitoring, and reporting according to the project document;
- Responsible for the financial management including budget planning financial reporting according to agreements with partners and compliant to donor requirements;
- Responsible for the management and supervision of staff working in the project;
- Responsible for marketing strategy development and implementation of CBT sites;
- Work closely with project partners to coordinate the project activities and Proactively facilitate the linkage between the private sector (travel agencies, service provision institutions), the farmer organizations, the provinces and the other partners;
- Keep in contact and co-ordinate with involved local authorities, project stakeholders, service providers and other relevant national and international institutions and organizations; and
- Represent CRED in all Project Management Board and liaise with the Vietnamese authorities.

REQUIRED QUALIFICATIONS:

- Professional backgrounds in Tourism, Trade, Economy or relevant;
- At least 5 years of proven experience in people management, strategic planning, risk management, change management;
- Excellent oral and written English skills;
- Strong experience in working with private sectors (tourism sector desirable);
- Good knowledge on marketing and tourism products' development;
- Good communication skills, especially in communicating with various partners at various levels;
- Strong organizational and team building capability as well as gender sensitivity; and
- Adaptability to unusual fast and dynamic changing conditions.

Interested candidates should send applications (CV plus motivation letters and copies of diplomas) to Ms. Nguyen Tu Anh, email: nguyen.tuanh@helvetas.org or post to CRED at 298F Kim Ma Street, Hanoi by **15th, January 2016**. Only short listed candidates will be contacted