



## **Assistant Programme Manager / Programme Officer**

The Assistant Programme Manager will support the project in-charge to develop, implement and evaluate public training projects of prevention and intervention of HIV / AIDS.

### **Duties & Requirements:**

- Diploma / University graduate with 1-2 year(s) working experience, preferably in training work;
- Assist in managing the work areas related to education, service, project and volunteer coordination;
- Outgoing, self-motivated and innovative with good interpersonal skills;
- Experience working in an NGO or charity organization an advantage; and
- Good command of written and spoken English and Chinese, knowledge of Putonghua is a plus.