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## Monitoring, Evaluation & Research Officer (ME&R)

**Deloitte Yousuf Adil, Chartered Accountants**

Member of Deloitte Touche Tohmatsu Limited

**Experience:** 1-3 years

**Job Location:** Karachi

**Country:** Pakistan

**Position:** 1

**Job Type:** Full time Contractual – (6 months approximately) USAID SCDP

**Salary:** Market Compatible

**Travel required:** Yes; different cities of Sindh

### Project Description:

Deloitte Yousuf Adil, Chartered Accountants (Deloitte Pakistan) is contractor for USAID on Sindh Capacity Development Project (SCDP), a USAID three-year project that will support the sustainability of the Sindh Basic Education Program (SBEP). This will be done by ensuring stronger governance and improved public accountability in the education sector through systems building and institutional strengthening of Program Management and Implementation Unit (PMIU) and Education and Literacy Department (E&LD) of the Government of Sindh.

SCDP aims to:

- Improve efficiency and effectiveness of the Program Management and Implementation Unit (PMIU) to manage and implement SBEP in an effective and transparent manner;
- Strengthen the effectiveness and impact of SBEP through the implementation of the monitoring and evaluation (M&E) plan and further disseminate knowledge to guide the education sector's M&E programs and practices in Sindh;
- Facilitate the systematic generation of knowledge on education challenges and innovative interventions and strategies to inform decision-makers for the improvement of education policies and programs in general and SBEP in particular;
- Strengthen capacities, systems and policies of the Education and Literacy Department (E&LD) to improve the education services in conjunction with the education reforms in Sindh

### About Deloitte Yousuf Adil, Chartered Accountants:

Deloitte Yousuf Adil, Chartered Accountants is a member of Deloitte Touche Tohmatsu Limited (DTTL), one of the largest professional services organizations in the world, with a workforce of 200,000 people in more than 150 countries. It is one of the Pakistan's leading professional services firm, provides audit, tax, enterprise risk services, financial advisory and consulting to a wide range of local and multinational clients.

The firm was established in 1972 and it has become one of the leading professional services firms in Pakistan. The firm is providing services to over 500 clients including both multinational and local companies. The firm has significant presence across manufacturing, services, commercial, financial and public sector entities in the country. The firm has a workforce of more than 600 people in 4 offices across the country. Our staff includes more than 100 qualified accountants, MBAs, IT experts and other technically qualified persons.

Deloitte Yousuf Adil, Chartered Accountants brings together clients, offers innovative solutions, and endeavors to exceed client expectations. The firm adopts a customized, responsive and personal approach towards client service and offers a complete range of services across various industries.



## Position Objective:

The ME&R officer - Monitoring, Evaluation and Research (ME&R) will assist the ME&R Team leader and Manager in carrying out the field monitoring tasks and processes. SCDP is one of the component of SBEP project worked in seven districts of Sindh and five districts of Karachi. SCDP has four different components and one of these components is Monitoring and Evaluation (M&E). M&E components has two major task a. To implement SBEP M&E plan b. Capacity building of PMIU M&E and Directorate M&E team. M&E Officer will assist Team Leader M&E and Manager M&E to complete these to task. SCDP is a three year project by Deloitte with USAID and M&E officer will have to work with SCDP.

## Duties and Responsibilities:

- Provide assistance to implement SBEP M&E Plan.
- Capacity building of PMIU M&E and Directorate M&E teams.
- Assist PMIU to prepare SBEP monthly and quarterly progress reports.
- Implement SCDP M&E plan and collect and report indicator data in accordance with plan.
- Assist PMIU in preparation of SBEP quarterly monitoring reports.
- Perform quarterly field visits to all seven districts of Sindh and five districts of Karachi to validate indicator data reported by different implementing partners.
- Prepare data collection tools, collect, verify and report data collected during field visit.
- Maintain data base of SBEP M&E indicators.
- Assist Team Leader / Manager M&E in different activities of M&E.
- Assist M&E team to train PMIU and Directorate M&E team.
- Prepare Minutes of the M&E Meetings with different partners
- Assist SCDP in district level trainings for ICTs and e-enabled SMC monitoring

## Qualifications:

- Minimum Bachelor degree in Education or Social Science, preferably Master's degree in social sciences, education, or any other relevant area.
- Knowledge and experience of related computer applications is a must.
- Advance proficiency for working with Microsoft Excel tools required; knowledge of macros preferred but not mandatory.
- 1 to 3 years of experience of monitoring, evaluation and research preferably of education sector.
- Proven track record in working effectively within multidisciplinary teams.
- Strong English and Urdu communication skills; writing and speaking skills.
- Must be willing to travel to different cities of Sindh district; it will be arranged for the team to carry out the monitoring and evaluation of schools.

## Application Instructions:

Please email a CV, letter of interest, and details of three professional references with names and contact information to [pkhumancapital@deloitte.com](mailto:pkhumancapital@deloitte.com) no later than **March 20, 2018**. Please write "SCDP: ME&R Officer" in the subject line. All interviews will be held in Karachi.

Deloitte Yousuf Adil, Chartered Accountants is an equal opportunity employer.