

# Assistant Consultant

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Phone :

Web :



## Job Summary

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Vacancy :

Deadline : Jun 21, 2023

Published : May 25, 2023

Employment Status : Full Time

Experience : 1 - <3 Years

Salary :

Gender : Any

Career Level : Any

Qualification : Bachelor Degree

## Job Description

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A Reputable Environmental & Social Development consultancy firm in Accra has a vacancy for a Social & Community Development applicant to be recruited as an Assistant Consultant. **Job Description** • Responsible for the daily operations of the Department and liaising effectively with the other Departments of the organization • Ability to develop social impact assessment tools • Ability to participate in community and institutional engagement • Should be able to write and/or review environmental and social impact assessment reports • Should be able to prepare and implement Social Action Plans on related projects including resettlements and due diligence requirements. • Should have the skills to perform audits and provide specialist opinion and recommendations to clients. • Must possess the skills to engage in business Development activities in concert with Head of Department • Must be able to develop content and design for the Department's promotional and related material • Must be able to prepare and present monthly reports for the Department • Must be prepared to assist in any other tasks assigned

## Education & Experience

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• Master's Degree in Sociology, Social Work or a related field • At least 3 years post-graduate experience • Excellent writing skills

## Must Have

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• Ability to speak Akan and any other Ghanaian language will be an added advantage. • Must be medically and socially fit to carry out assignments without distractions. • Must be willing to travel out of Accra for long periods (at least two weeks at a time).

## Educational Requirements

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Bachelor Degree

