

SELECTION CRITERIA

The successful candidate must be able to demonstrate they hold the following attributes:

1. Demonstrated ability to provide a quality professional service to clients, apply ethical work practices and maintain integrity in all aspects of work.
2. Excellent written and oral communication skills, in English, Urdu and Dari.
3. Demonstrated ability to research and evaluate information from a range of sources, make sound assessments, prepare clear and logical written case summaries and recommendations, including advice for client enquiries.
4. Demonstrated ability to work with computer applications to research, analyse and record information.
5. Ability to work well under pressure, plan and organise workloads to meet deadlines.
6. Strong interpersonal skills and the ability to work as part of a team.

Please refer to the Guidelines on how to address selection criteria using the STAR principle.

Each criterion should be answered with a minimum of 200 words.

Provide your current Curriculum Vitae (CV) along with the names and contact details of two recent referees.

Candidates who submit a **CV ONLY** without providing a written response to the Selection Criteria **WILL NOT BE CONSIDERED** for the positions advertised.