

Delivering a world where:

- **Every pregnancy is wanted**
- **Every childbirth is safe &**
- **Every young person's potential is fulfilled**



VACANCY ANNOUNCEMENT

The United Nations Population Fund (UNFPA) strives to deliver a world where every pregnancy is wanted, every childbirth is safe, and every young person's potential is fulfilled. In Sri Lanka, we deliver this mandate by advocating for reproductive rights and gender equality and promoting evidence-based decision-making in line with the Sustainable Development Goals. Here is your chance to join our team!

Applications are invited from Sri Lankan Nationals for the following position.

Administrative Assistant – G5

DEADLINE: 01 September 2024, midnight Sri Lanka time

Contract duration: 1 Year

Contract Type: Fixed Term

Review the complete Job Description for this position, view application instructions and submit the application by visiting the following link:

srilanka.unfpa.org/vacancies

Applications received through other means will not be considered or contacted. Only those meeting all requirements as per vacancy announcements will be considered. Shortlisted applicants will be considered.

The goal of UNFPA is to ensure sexual and reproductive rights and choices for all, especially women and young people, so that they can access high-quality sexual and reproductive health services, including voluntary family planning, maternal health care and comprehensive sexuality education.