



Tel. 011-37- 55 88, 011-371-6930 P.O. Box 24934 Code 1000 Addis Ababa, Ethiopia

28 March 2024

2nd Vacancy Announcement

Position:	Public Relations and Communication Officer
Professional Qualifications:	<ul style="list-style-type: none"> • BA or MA degree in Communications, Journalism, Public Relation/International Relations, English Language or related fields from an accredited institution • Proficiency in written and spoken English • Computer skills - MS Office etc... • Theological education is a plus
Personal Qualifications:	<ul style="list-style-type: none"> • Christian maturity • Personal initiative and a strong work ethic • Integrity, honesty, transparency, accountability • Willingness to serve others • Good interpersonal skills and teachable spirit • Attention to detail
Work Experience:	<ul style="list-style-type: none"> • At least 3 years for MA and 6 years for BA of quality, relevant work experience in Public Relations and Communication
Primary Tasks:	The EGST Public Relations and Communications Officer focuses on promoting, publicizing, communicating and disseminating information related to EGST organizational activities and achievements. She/he is responsible for EGST's communication with different target audiences, including students, customers, media personnel, government, industry, NGOs, partners, suppliers and the community. The Officer also advises the Director, Head of Development and Communications, employees and faculty on communication tasks, and uses visual, written and verbal skills to create a wide range of corporate communication materials. By communicating effectively with the target audience, the Officer helps to build a positive reputation for EGST.
Membership:	Applicants must be in good standing with their local church
Employment:	One year contract with the possibility of extension
Salary:	As per EGST Salary Scale
Place of Work:	Permanent based in Addis Ababa with travel to field
Deadline:	12 April 2024 at 5:00 pm
Application Materials:	<ul style="list-style-type: none"> • Letter of Application • Curriculum Vitae • Credentials • Recommendation letter from the church where the applicant is a member
Application Process:	<ul style="list-style-type: none"> • Applicants may submit their application materials to the Administrative Office at EGST New Building, First floor, Office Number 106 ; Tel. 0911697127. • Application materials will not be returned. • Only short-listed candidates will be invited for interview.