



## AREA WELFARE OFFICER ASSISTANT AREA WELFARE OFFICER

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We are currently seeking Area Welfare Officers (AWO) and Assistant Area Welfare Officers (AAWO) to implement the Trust's welfare programme for Gurkha veterans, their families and communities in Nepal.

### WHY JOIN THE GURKHA WELFARE TRUST (NEPAL)

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- High job satisfaction in a role where your experience, skills and commitment are valued
- An opportunity to serve your community in Nepal
- An opportunity to work with one of the most respected organisations in Nepal
- A management structure and working environment familiar to you

### PAY AND BENEFITS

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- Competitive salary
- Festival bonus
- Generous contribution to the provident fund (currently up to 10% of annual salary)
- Gratuity (currently at 8.33% of salary)
- Annual Spine Increment based on performance
- Daily subsistence allowance for field trips
- 25 days paid leave plus sick and mourning leaves
- Medical cover in Nepal for self and dependents
- Personal accident insurance cover

### EXAMPLE OF MONTHLY SALARY FOR FISCAL YEAR 2019/20

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Area Welfare Officers		Assistant Area Welfare Officers	
GWT(N) Service	Remuneration	GWT(N) Service	Remuneration
AWO - 1 <sup>st</sup> year	NPR 232,689	AAWO - 1 <sup>st</sup> year	NPR 172,393
AWO - 3 <sup>rd</sup> year	NPR 251,889	AAWO - 3 <sup>rd</sup> year	NPR 185,593
AWO - 6 <sup>th</sup> year	NPR 264,689	AAWO - 6 <sup>th</sup> year	NPR 194,393



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### KEY ROLES AND RESPONSIBILITIES

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- Lead and manage an Area Welfare Centre
- Plan and deliver a wide range of Individual and Community Aid programmes
- Assist British Gurkhas Nepal with Service Pension payment, recruiting and dealing with Service personnel's compassionate cases
- Liaise with local authorities including the Chief District Office and provincial government officials
- Undertake regular 'field' visits of your area to investigate and deliver welfare support to the pensioners and communities
- Hosting and briefing visitors

### SELECTION PROCESS

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#### To apply

Applicants must have served with the UK Brigade of Gurkhas or Gurkha Contingent Singapore Police Force and is happy to work in any of our area welfare centres countrywide. The successful candidate will be appointed provisionally on condition of gaining Nepali citizenship.

Applicants should complete a standard GWT(N) job application form and provide a CV covering the skills outlined above by email to the Office Manager HQ GWT(N) at [office.mgr@hqgws.org](mailto:office.mgr@hqgws.org).

#### Deadline

This application process is ongoing.

#### Applications

Any questions over job description, pay and conditions should be addressed, in the first instance, to the Office Manager.

Tel: +977-61-56728; E-mail: [office.mgr@hqgws.org](mailto:office.mgr@hqgws.org)