

Terms of Reference
Trainer (Personal Hygiene & Care) -Livelihood Improvement & Gender
Empowerment
WWF-Pakistan

Reports to	:	Senior Project Officer, Agrobiodiversity Conservation
Project Head	:	IDH/IKEA
Grade	:	A-2
Location	:	Multan/Shujabad – C-FIRST (Center for Farmer Input Resource & Skills Training)
Contract	:	Part time
Work Week	:	02 Days - 10 hours/week

Duties and Responsibilities

- Capacity building of woman workers on “Self grooming and basic beautician skills as an alternate income generation opportunity for community women”
- Demonstration & hands on practice for all the basic procedures including self grooming, make-ups, hairstyling and personal hygiene.
- Suggesting guidelines on personal skincare regimes.
- Making appointments and documenting treatments.
- Taking stock and ensuring there are adequate supplies with strict compliance to the quality of product.

Selection Criteria

Education, Experience & Working Knowledge

- Minimum Matric with Diploma in Beautician course
- Proven experience as a beautician (Minimum 1 year) ● Experience in all basic treatments of skin and hair.
- Easy access and ability to move in field if required.
- Good communication skills;
- Good know how of local languages;

- Ability to plan, prioritize and produce quality results on time
- Excellent technical skills in basic self care in particular in the training areas listed above

Skills & Attributes

- Adheres to WWF's values, which are: Passionate & Optimistic, Challenging & Inspiring, Credible & Accountable, and Persevering & Delivering Results;
- Personnel management skills and experience;
- Good problem-solving skills and results orientation;
- Ability to travel in field areas;
- Ability to motivate and influence others;
- Sensitivity to gender and other social issues in Pakistan;
- Demonstrated interpersonal communication and leadership skills;
- Excellent written / spoken English and Urdu; other languages will be an advantage;
- Proficiency in the use of computer office applications on word processing and spread sheet;

HR department : Signature / Date-----

Hiring Manager : Signature / Date-----

Acknowledged by Employee : Signature / Date-----

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