Attention: BBA / BS 4 Students (Main & City Campus)

INTERNERSHIP OPPORTUNITIES @ ZINDAGI TRUST

Organization Address: House No. 94-C, Haji Abdul Razzak Jano Street, Faran Housing Society, Karachi

Internship Description Summary

Zindagi Trust (ZT) is looking for bright, motivated students to work on summer projects which will hone their process design, analysis, writing, research and marketing skills. Specifically, we are looking for 1-2 member teams that will help with the following:

- Revamp the layout and content of the ZT website, as well as establish and maintain ZT’s presence on social media to communicate an updated, relevant and accessible picture of the organization’s work.
- Develop Standard Operating Procedures (SOPs) for the administrative and academic affairs of the SMB school in collaboration with the school principal. This task will also involve documenting said SOPs.
- Document the process of school reform implemented by ZT after taking over the management of SMB school from the Government of Sindh. This task will involve a thorough study of the changes brought about at SMB in the context of providing a blueprint for public school reform.
- Develop and write a grant proposal to finance ZT’s Rs. 13 million yearly budget for the running of SMB school. This task will also involve studying ZT’s school reform programme and researching relevant grants.

How to apply:

Interested candidates can email their CVs at cdc@iba.edu.pk

Note: Please mention CV for Zindagi Trust in your subject line

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