

The Embassy of the Federal Republic of Germany in Beirut is recruiting a

**Project officer in the political section (f/m/d)  
(full-time)**

**Tasks include:**

- Project management and monitoring, especially in the areas of human rights, conflict prevention, civil society support, and de-radicalization
- Maintaining contacts to project partners in NGOs and international organizations
- Prepare project assessments and evaluate progress reports for the embassy's senior staff
- Research in preparation of the embassy's reporting to headquarters
- Public relations

**Applicants should have the following qualifications:**

- Very good Arabic language skills, orally and written (C1)
- English (min. B2)
- Basic knowledge of German (A2)
- University degree (min. bachelor)
- Experience with project management (min 2 years)
- Good grasp of the usual MS Office applications
- Strong team player skills, social and intercultural skills, flexibility, and willingness to work overtime
- Willingness to become acquainted with the different sections of the embassy (legal and consular affairs, politics, economic cooperation etc.)

A certain flexibility regarding working hours is expected (including working in the evenings), due to an increased work load.

## What do we offer?

- Full-time job (41 hours per week)
- Interesting tasks in a multilingual environment with opportunities to participate in trainings
- Appropriate remuneration based on Lebanese labour law

This position will be filled initially with a contract of two-year duration.

Please submit the following application documents **until 9 March 2021**:

- CV and motivation letter in English (1 page, 500 words max.)
- Proof of experience in project management
- Certificates

exclusively per e-mail to [bewerbungen@beir.diplo.de](mailto:bewerbungen@beir.diplo.de)

with reference to: Application SB-Pol (04/2021)