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VM Project Coordinator – Bengaluru

Qualifications and Skills

Selection Criteria

The Project Management Coordinator is responsible for planning, coordinating, monitoring, and reporting on project activities to ensure timely, high-quality implementation. The role involves working closely with internal teams, volunteers, schools, corporates, donors, and other stakeholders while ensuring project objectives, budgets, timelines, and impact targets are achieved.

Age	25yrs to 35yrs
Education	BSW/Any Bachelor Degree
Experience	2+ Years experience in Volunteering Management
Languages needed	Good in Kannada & Hindi communication + English is also preferred.
Commitment	· Min. 2 to 3 years
Salary and Benefit	30,000/- in Rupees Per Month
Work Timing	9:30 am – 6:00pm, Able to work flexible hours, including evenings and weekends.
Location	Bengaluru
Skills	Experience in Volunteering Engagement, Schools/College Connect. Should have better community exposure and should coordinate with all of these & Execution Capabilities. Should Possess Project management skills.
Other requirements	Computer skills-Excel, PPT, Word, Internet are must with hands-on experience.

If you are interested, please send your resume to recruitments@youthforseva.org with subject line "VM Project Coordinator"

Regd. office : "Jnanagiri", 75/76, 4th Cross, 2nd Main, Soudamini Layout, Konanakunte, Bengaluru - 560062

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