

# FOUNDATION FOR ENVIRONMENT CLIMATE AND TECHNOLOGY

## WRITER - COMMUNICATOR

We are seeking an individual who has competence to write and edit documents in English, and is able to assist with social media and research various topics.

Essential competencies:

- Fluent and qualified in English
- Experiences in Publishing
- Skills in writing and editing
- Able to write logically, clearly and concisely
- IT competence including word-processing
- Able to understand material on environment, science, social science and history
- Able to customize writing to lay, technical and general audiences
- Able to learn social media technology

Competencies that could be an added advantage:

- Skills in social sciences, journalism or science
- Able to learn environmental and science related topics
- Experience with writing non-fiction
- Desktop and online publishing
- Social Media and/or website development skills
- Competence in Graphics and visual communication, & Copy-editing
- Competence in other languages

The full time term assignment is to commence immediately with possible extension. Work will be in our offices close to Kandy in Akurana or Digana. To apply, send (1) a resume/CV with names of two professional referees (2) writing samples, and (3) a description on “why you are interested in this position” by June 21<sup>th</sup>, 2015. Applications received thereafter shall also be reviewed if the post is not filled.

Note: Only shortlisted candidates will be called for interview.

Email: [fectcv789@gmail.com](mailto:fectcv789@gmail.com)  
With a copy to: [lareefz@hotmail.com](mailto:lareefz@hotmail.com)

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