COVER LETTER

BINIV SHAKYA
Email: binivshakya4@gmail.com
Contact Number: 9808415046
Nakhipot, Lalitpur

Dear Sir/Madam,

I am writing to express my interest in the position of Project Associate at Hami DajuVai. With a Bachelor's degree in Development Studies and comprehensive experience in monitoring & evaluation, fundraising, and project operations, I have developed a strong understanding of the full project cycle from planning and coordination to reporting and review. My skills in documentation, reporting, coordination, and communication make me confident in my ability to contribute effectively to Hami DajuVau's mission and goals.

Among the various responsibilities I handled at ActionAid International Nepal, several align closely with the requirements of this role. For instance, I led the baseline survey for the Women's Rights Project (WRP III), where I conducted orientation sessions for partner organizations, facilitated training sessions, and managed field coordination to ensure timely and accurate data collection. I compiled the findings into a detailed baseline report, contributing to evidence-based project planning. In the Social Enterprise Project, I worked closely with the social enterprise expert, coordinated with partner organizations and various stakeholders for meetings, and prepared reports documenting discussions and follow-up actions. These experiences strengthened my ability to coordinate with partners, manage logistics, engage with stakeholders, and ensure effective documentation which aligns with the requirements of the Project Associate position.

I am particularly inspired by Hami DajuVai's approach of engaging men and boys in the effort to challenge harmful social norms, eliminate patriarchy and build a more inclusive society. The organization's focus on promoting positive masculinity and creating safe spaces for open dialogue resonates with my own belief that meaningful change requires active participation from all members of society. I am excited about the opportunity to contribute to such meaningful and transformative work.

Thank you for considering my application. I look forward to the opportunity to discuss how I can support Hami DajuVai's initiatives.

Your Sincerely,
Biniv Shakya