

Requisition Title - Religious worker

Profession

Religious worker

Work Location

Minhaj ul Quran UK

Description

The position will necessitate good working relationships with management and manage the events of MQI UK and Minhaj women league UK. The applicant must possess basic Islamic knowledge in traditional and mainstream disciplines promoting peace and tolerance.

Excellent Administrative skills

Good knowledge of basic Microsoft (Excel, Word, Outlook).

Managing and organising events of MQI UK and Minhaj women league UK

Co ordination between teams and building the communication relationship with members

Guide the forums and give input to build the communication between forums and resolve ongoing issues in professional manner

Maintain a diary for directors as well as an event calendar.

Job Posting and Closing Dates

Publish date: 1/06/2023

Closing date 30/06/2023.

Send your cv to info@minhajuk.org