

Position Title:

Halls Supervisor

The Halls supervisor coordinates a team of sevites to maintain the sacredness of the halls and support the ashram daily schedule.

Responsibilities include:

- Ensuring cleanliness of the halls is maintained
- Ensuring halls are well-prepared for events to take place smoothly
- Overseeing all hall sevites
- Planning logistics and assigning sevas to support events
- Report writing

Qualifications include:

- Good organizational and management skills
- Good interpersonal skills
- Good communication skills
- Fluency in English. Hindi is highly desirable.
- Good computer skills