

LETTER CIRCULAR - Institute for Education

Date: 12/09/2025

Ref: IfE83/2025

From: Human Resources

Subject: Position of Administrative Officer (Procurement) with the Institute for Education (Jobsplus Permit Number 132/2024)

Application Link: [IfE 83/2025](#)

Deadline: 12/10/2025

The Institute for Education (IfE) invites applications from those interested in the post of Administrative Officer (Procurement). Interested applicants are requested to submit an online application through the following [link](#) by **Sunday 12th October 2025**.

Kindly note that when applying, the IfE's platform will automatically direct you to either log in, should you already have an account, or else to create one to be able to proceed with your application. This step must be followed to successfully your application for the said position.

Thank you.

Nadine Genovese

Human Resources Manager