



**HUMAN RESOURCE MANAGEMENT SYSTEM AND PAYROLL
SYSTEM SOFT WARE**

Issued: 28th NOVEMBER, 2018

**ADVENTIST DEVELOPMENT RELIEF AGENCY (ADRA)
INVITATION TO SUPPLY HUMAN RESOURCE MANAGEMENT AND
PAYROLL SYSTEM SOFT WARE**

Application summation closes on **5th December 2018 no later than 5:00PM**

ADRA SOUTH SUDAN – HRM and Payroll System Tender Document

A. Organization Description

The Adventist Development and Relief Agency (ADRA) is the global humanitarian organization of the Seventh-day Adventist Church which has been in operation for over 60 years. Through an international network, ADRA delivers relief and development assistance to individuals in more than 130 countries—regardless of their ethnicity, political affiliation, or religious association. By partnering with communities, organizations, and governments, ADRA is able to improve the quality of life of millions through 9 impact areas, namely: Livelihoods and Agriculture; Children; WASH, Community Health: Disaster Response: Economic Growth: Hunger and Nutrition: Social Justice and Gender Equity.

For over 37 years, ADRA South Sudan has been making a difference in individual's lives in one of the most difficult contexts in the world in both development and emergency contexts. In South Sudan, we implement programmes in six thematic programme areas of Education; Primary Health Care; Emergency Response and integrated programming including livelihoods and agriculture; HIV/AIDS; WASH; economic empowerment and gender.

Therefore ADRA South Sudan is looking for very efficient Human Resource Management and Payroll system software for its operations.

Submission of Applications

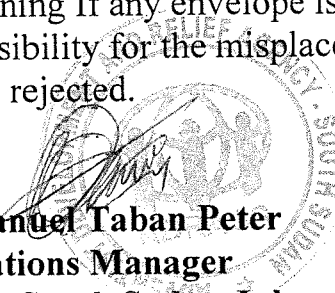
Applicants shall enclose the documents in well-sealed envelopes.

b) Sealed envelopes shall bear the following:

ADRA SOUTH SUDAN, JUBA OFFICE
MUNUKI SDA Church Compound Juba.

For any clarification or inquiry, you can reach the organization through:
ADRA South Sudan Office in Juba located at Munuki SDA Church Compound,
Juba; or jobs.adrass@gmail.com

c) Warning If any envelope is not sealed ADRA South Sudan will not assume responsibility for the misplacement or premature opening of the application which will be rejected.



Emmanuel Taban Peter
Operations Manager
ADRA South Sudan Juba.