West Bengal State Rural Livelihoods Mission (WBSRLM)

(A Society under the Panchayats and Rural Development Department, Government of West Bengal)

Registered under The West Bengal Societies Registration Act, 1961,

Registration No. S/ID/91315 of 2012-13 dated 10.05.2012.

Jessop Building, 63, Netaji Subhas Road, Kolkata – 700 001

No. 172   WBSRLM/Estt/4E-2/2012   **Dated: 8.3.13**

Notification for Filling up of Vacant Posts on Contract basis in the State Mission Management Unit under WBSRLM

The West Bengal State Rural Livelihood Mission invites online application from suitable candidates for the following posts [details mentioned in **Table (A)] for State Mission Management Unit ,** purely on contract basis initially for one year for implementation of **Aajeevika/ National Rural Livelihood Mission** (**Anandadhara) in** West Bengal, subject to the terms and conditions mentioned in this Notification:

1. **Posts:**

    a.   State Project Manager- Social Mobilization and Institution Building
    b.   State Project Manager –Livelihood
    c.   State Project Manager- Microfinance
    d.   State Project Manage- MIS, Monitoring, and Evaluation
    e.   State Project Manager Training and Capacity Building
    f.   State Project Manager Placement linked Skill Development Programme
    g.   State Project Manager –Social Development

2. The initial contractual engagement and the subsequent extension (if any) shall depend absolutely on continuation of the NRLM and performance. In other words, in case NRLM is foreclosed due to unavoidable circumstances at any time during the tenure of contract or the performance is below satisfactory level, the contractual engagement will be terminated automatically.

3.   The minimum academic qualifications, competencies & work experiences required for the posts and the consolidated monthly remuneration are mentioned in **Annexure 1**. The candidates who do not have the minimum academic qualifications, competencies and work experiences and who do not have capacities to discharge the responsibilities need not apply. Applications received from candidates not having the minimum academic qualifications, competencies & work experiences will be summarily rejected.

4. The academic qualifications, competencies and work experiences mentioned in **Annexure 1** are minimum as on 1st February 2013.

5. Only online applications will be accepted. The application form will be available in **www.wbprd.gov.in . Detail Procedure is mentioned in Annexure 2.**

6.   The jobs require involvement of long hours each day, strong commitment and extensive field work. The candidates must be agreeable to work anywhere as per mission needs and must be people-friendly and having serving attitude and capacity to work in a team and on project mode. Those unable to join immediately after selection need not apply.

7. The selection procedure will involve written test and personal interview preceded with a presentation.

8.   Candidates are requested to clearly fill in the application and ensure that personal email id and contact telephone details has been mentioned therein. This is required for making quick and timely   communication.

9. The filled in application must be sent ONLINE only. The incomplete application will n o t b e considered. No application will be entertained after last date for the receipt of application.

10. Candidates applying for more than one position should send separate applications.

11.   Admit Card will be generated online and will be communicated to the applicant over e mail. All applicants are requested to visit the website 3 days after the last date of publication of the advertisement to know the status of the application.

12. Only shortlisted candidates will be contacted and called for interview.

13. Decision of the competent authorities in WBSRLM under Panchayats & Rural Development Department shall be final in the matter of selection of eligible candidates. Canvassing in any manner shall lead to disqualification of candidature.

14.   Last date of submission of Application form is **22nd April 2013 upto 5.00 p.m.**

15. All selected candidates will have to go through an immersion process and after that formal appointment letter will be issued to those who successfully completes the process.

Sd/-

CEO WBSRLM

West Bengal State Rural Livelihoods Mission

Qualifications and Experience for different State Project Manager Positions to be recruited by the Society for NRLM Implementation in the State

Position Code	Position	No of vacancy	Qualification and Experience	Consolidated remuneration
011	State Project Manager – Social Mobilization and Institution Building.	1	**Educational qualification:** The Candidate should have two years' Post Graduate Degree or Diploma in Rural Development /Rural Management/Social work/Economics/Geography/ Sociology/ Statistics/ Mathematics/Agriculture or Allied/Management from recognised and recognised and reputed institutions/ university OR BE/B Tech in Agriculture or Agriculture Engineering from recognised and reputed institutions/ university Persons working in public sector having requisite experience may also apply and for those Post Graduation in any discipline will be acceptable. **Experience :** • The candidate applying for the position **MUST** have at least 10 years of work experience in implementing and managing large project/programme relating to Social/ Community Development and Institution Building of Rural Poor. • S/he should also have effective training skill and have experience of designing the capacity building initiatives for of community institutions. • Weightage in selection process will be given to those who have experiences of working with Government. **Others:** • The person should be well versed with working with word processor, spread sheet, presentations and small data base application software. • The person should also have good communication skill in Bengali, Hindi & English.	Rs 60,000/-
012	State Project Manager – Livelihoods	1	**Educational qualification:** The Candidate should have **FULL TIME** two years' Post Graduate Degree in Agriculture and allied OR • BE/ B Tech in Agriculture &Allied , • Bachelor Degree in Veterinary Science/ Animal Husbandry/ Dairy Technology/ Fishery **Experiences:** • The candidate applying for the position **MUST** have at least 10 years of work experience in implementing and managing large project/programme relating to Livelihoods Promotion of Rural Poor. • S/he should also have effective training skill and have experience of designing the capacity building initiatives for of community institutions/livelihoods federations. • Weightage in selection process will be given to those who have experiences of working with Government. **Others:** • The person should be well versed with working with word processor, spread sheet, presentations and small data base application software. • The person should also have good communication skill in Bengali, Hindi & English.	Rs 60,000/-
013	State Project Manager – Microfinance.	1	**Educational qualification:** The Candidate should have two years' Post Graduate Degree or Diploma in Rural Development /Rural Management/Social work/ MBA (finance)/ ICWA/ CA from recognised and recognised and reputed institutions/ university Serving or retired Bank officers from Nationalised Banks/RRBs/Cooperative Bank can also apply and for them the qualification will be relaxed but they should not be less than graduation, if they are otherwise qualified having desired years of experience. **Experience :** • The candidate applying for the position **MUST** have at least 10 years of work in implementing and managing large project/programme relating to Social/Community Development and Institution Building of Rural Poor. • S/he should have actively engaged in SHG-Bank linkages programme at scale. S/he should have sound understanding about Financial Inclusion issues with poor. S/he should also have effective training skill and managing best accounting practices of community institutions. • Weightage in selection process will be given to those who have experiences of working with Government. **Others:** • The person should be well versed with working with word processor,	Rs 60,000/-

			spread sheet , presentations and small data base application software. • The person should also have good communication skill in Bengali, Hindi & English.	
014	State Project Manager – MIS, Monitoring and Evaluation		**Qualification:** • The Candidate should be a MCA/Post Graduate (IT/Computer Sciences/ Electronic Sciences and communication etc)/ BE or B Tech in IT/ Computer/Electronics/EC), • Must have experience in working with RDBMS (should have sound knowledge in either Oracle or SQL Server or My SQL RDBMS) • Must have working knowledge in any standard statistical package like SAP/ERP **Experiences:** • The candidate applying for the position **MUST** have at least 10 years of work experience in implementing and managing large project/ programme relating to rural development initiatives and managing large database. • Must have sound knowledge in Php/JSP/ASP/.NET and have experience in working in this environment. • Weightage in selection process will be given to those who have experiences of working with Government. **Others:** The person should also have good communication skill in Bengali, Hindi & English.	**Rs 60,000/-**
015	State Project Manager – Training & Capacity Building.		**Educational qualification:** The Candidate should have two years' Post Graduate Degree or Diploma in Rural Development /Rural Management/ Social work/Economics/Geography/ Sociology/ Agriculture or Allied/ MBA (HR) from recognised and recognised and reputed institutions/ university OR BE/B Tech in Agriculture or Agriculture Engineering from recognised and reputed institutions/ university Persons working in public sector having requisite experience may also apply and for those Post Graduation in any discipline will be acceptable. **Experience :** • The candidate applying for the position **MUST** have at least 10 years of work experience in implementing and managing large project/programme relating to Social/Community Development and Institution Building of Rural Poor. • S/he should also have effective training skill and have experience of designing the capacity building initiatives for of community institutions. • Weightage in selection process will be given to those who have experience of working with Government. **Others:** • The person should be well versed with working with word processor, spread sheet, presentations and small data base application software. • The person should also have good communication skill in Bengali, Hindi & English.	**Rs 60,000/-**
016	State Project Manager – Placement Linked Development Programme		**Educational qualification:** The Candidate should have two years' Post Graduate Degree or Diploma in Rural Development /Rural Management/ Social work/Economics/Geography/ Sociology/Statistics/Mathematics/ Agriculture or Allied/Management from recognised and recognised and recognised and reputed institutions/ university OR BE/B Tech in Agriculture or Agriculture Engineering from recognised and recognised and reputed institutions/ university Persons working in public sector having requisite experience may also apply and for those Post Graduation in any discipline will be acceptable. **Experience :** • The candidate applying for the position **MUST** have at least 10 years of work experience in implementing and managing large project/programme relating to Social/Community Development and Institution Building of Rural Poor. • S/he should have experience of dealing with corporate partners and different training agencies involved in placement linked job programme. • S/he must have experience in working in placement related project. • S/he should also have effective training skill and have experience of designing the capacity building initiatives for of community institutions. • Weightage in selection process will be given to those who have experiences of working with Government. **Others:** • The person should be well versed with working with word processor, spread sheet , presentations and small data base application software. • The person should also have good communication skill in Bengali, Hindi & English.	**Rs 60,000/-**

| 017 | State Project Manager – Social Development | | **Educational qualification:** The Candidate should have two years' Post Graduate Degree or Diploma in Rural Development /Rural Management/Social work/Economics/Geography/ Sociology/Agriculture or Allied/Management from recognised and reputed institutions/ university
OR
BE/B Tech in Agriculture or Agriculture Engineering from recognised and reputed institutions/ university

Persons working in public sector having requisite experience may also apply and for those Post Graduation in any discipline will be acceptable.
Experience :
• The candidate applying for the position **MUST** have at least 10 years of work experience in implementing and managing large project/programme relating to Social/ Community Development and Institution Building of Rural Poor.
• S/he should also have effective training skill and have experience of designing the capacity building initiatives for of community institutions.
• Weightage in selection process will be given to those who have experiences of working with Government.
Others:
 • The person should be well versed with working with word processor, spread sheet, presentations and small data base application software.
 • The person should also have good communication skill in Bengali, Hindi & English. | **Rs 60,000/-** |

Important Consideration for eligibility to SPM positions

1. *For all position, upper age limit is 50 years.*
2. *Preference will be awarded to those who have experience of working in large livelihoods promotion/poverty reduction programme of Government/large NGO/ Corporate Institutions/Donor Agencies.*

Sd/-
CEO WBSRLM

Online Applicant Interface
Help line Number : 033- 22314495 (from 10.30 AM to 5.30 PM on working days)

An online interface is provided for applicant's interaction with the WBSRLM office under Panchayat & Rural Development Department. With this interface the applicant can

1. Apply online for the examination for recruitment.
2. Upload photograph, signature.
3. Check the status of his / her application form.
4. Download Admit Card.

How to Apply?

Before Applying, candidates are advised to go through the preliminary requirements given in www.wbprd.gov.in website and FAQ or download the advertisement and read it carefully.

All candidates **have to apply ONLINE**.

Filling in Application Form Online

1. Please use www.wbprd.gov.in website for filling in online application.
2. Click the link "Recruitment for WBSRLM".
3. Following screen will appear.

RECRUITMENT

RECRUITMENT FOR WBSRLM

- **Download Advertisement**

- **Download Online Application Procedure**

- **Click Here to Submit Online Application Form**

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4. Click to **3rd option** of the screen.

5. Then **New User Log in** screen will appear.

New User Log in (Use your e-mail address as user id)

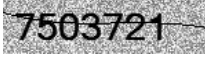|	
Your Email ID	
Your Registration No. **WBSRLM/2012/**	
Captcha	DEBD6E
Write Captcha	

New User Sign Up ?   Forgot Registration Number ?

Log In

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6. Click on "log in" button (for new user).
7. New user sign up screen will appear.

New User Sign up (Use your e-mail address as user id)

Your Email Id	[ ]
Captcha	7503721
Write Captcha	[ ]

[Sign Up]

Already a member? **Go and log in?**

8. Put a valid email address and Click new user sign up for registration
9. An application form will be viewed which has to be correctly filled in.

Application form will contain following information:-
  A. Personal information
  B. Communication Address (Important: PIN Code)
  C. Eligibility Degree Details
  D. Employment History.
  E. Language Proficiency.
  F. Declaration
  G. Submit Successfully.
  H. High quality image (in Color mode .jpeg format) of your photograph conforming to the requirements.
  I. Good quality image of your signature (in .jpeg format) conforming to the requirements similar to photograph.
10. Fill in the necessary data in the online application form following instructions given there.
11. You will then see a link as "Download filled Application". You have to download a PDF file from this link and keep a copy for further reference.
12. After final submission of application form no changes can be made,
13. After successful submission of application form, a registration id will be generated which will also be communicated to the given email. This registration id should be mentioned in all future communications. Following screen will appear after final submission.

Please write down your registration number:

Your registration number is WBSRLM/2012/…../……..

For upload your image and signature please click on **Continue**

14. Soft copies of image with following specification and scan copy of signature both in .jpg format is to be uploaded.

Specification of image:- 140 x 160 (In coloured mode .jpg format)

Specification of Signature:- 140 x 60 (In .jpg format)

15. For uploading click to continue, then select photos & signature and then click to submit bottom.

Upload your photo and Signature		
Upload your Photo (140 x 160)*		
Upload your Signature (140 x 60)*		
	[Submit]	

16. For downloading entire application form with photo click to print bottom. There is also a provision of uploading photo and signature (if not done earlier) in this module.

Upload Image		Print

17. Admit card will be generated after 10 days of last date of receiving application. Website should be checked for searching admit card. An auto generated message will go to the given e-mail id.

Please provide correct e-mail id as all future communications will be sent to that id.