

## **West Bengal State Rural Livelihoods Mission (WBSRLM)**

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

*11<sup>th</sup> Floor, Saltee Tech Park, DN-18, Sector- V, Salt Lake City, Kolkata – 700 091*

**Advertisement No. 1834/ WBSRLM/Prog/6P-185/2015**

**date. 01.03.2016**

Advertisement for engagement the post of the Community Resource Person – Enterprise Promotion at the Block Level under Start Up Village Entrepreneurship Program [SVEP], Project under National Rural Livelihoods Mission in the state West Bengal at respective Blocks Dinhata 1 , District Cooch Behar & Block -Pathar Partima, District South 24 Parganas

Office of Block Mission Management Unit, WBSRLM seeks applications from dynamic persons for the position of Community Resource Person – Enterprise Promotion [CRP-EP] on yearly contractual basis, to be selected jointly by office of EDI-India, WBSRLM & Block SHG Federation / Village Organization's. Candidates who fulfill the required criteria may send their self –attested copies of their academic & experience certificates along with one color passport size photograph to the respective BDO Office –at Dinhata 1 and at Pathar Pratima,[BDO Office Address Detail stated down under]

[Project Partnership between WBSRLM & EDI-India, functioning as National Resource Agency for the SVEP in the state of West Bengal]

**Job Title: Community Resource Person – Enterprise Promotion**

### **Eligibility Criteria:**

- Candidate should be Higher Secondary Education [10+2] Pass
- Age of the Candidate: 18 to 30 Years
- Good in Basic Arithmetic Skills
- Good Writing and Communication skill in Bengali
- 6 months of job experience in development projects [Experience working with NGO/ Government Programs for SHG Mobilization, Training, Capacity Building etc] is preferable
- Desire to learn new skills and acquire knowledge
- Willing to work with community and residing in the block/ village area

### **Job Profile:**

- Business Opportunity Identification
- Preparation of Basic Business Profiles
- Training to Village Entrepreneurs [Soft & Hard Skills]
- Preparation of Basic Business Plan
- Handhold support to Entrepreneurs- Book Keeping , Business Planning, Market Linkages
- Tracking Enterprises Performance
- Liaison with SHG Federation / CBOs and Government Institutions
- Planning & Operation Management- Block Resource Centre

**Job Posting [Block level] :** Dinahata 1 & Pathar Pratima

**Monthly Honorarium:** INR 6000.00 [For 26 Working Days]

**Recruitment Process:** Screening [Written Test & Interview], Training & Certification

**How to Apply:**

Applicants are requested to submit the application by 19th March 2016 [By 5 PM] in the format annexed with this advertisement along with self-attested copies of Academic testimonials, Date of Birth Certificate, Job experience certificate by post or in hand to the respective BDO Office Pathar Pratima & Dinahata 1.

Applications from the Women SHG Members [SHGs formed and registered under WBSRLM] and their wards residing in the SVEP block area– Either at Dinahata 1 or at Pathar Pratima may apply and will be preferred for the mentioned job position.

**Address of BDO Office –Pathar Pratima**

Office of Block Development Officer [BDO]  
Pathar Pratima Development Block  
Project Division –Anandadhara / SVEP  
Village & Post - Ramganga  
Pin- 743371  
District South 24 Parganas  
West Bengal

**Address of BDO Office –Dinhata 1**

Office of Block Development Officer [BDO]  
Dinhata 1 Development Block  
Project Division –Anandadhara / SVEP  
Post Office- Dinhata  
Pin- 736135  
District- Coochbehar  
West Bengal

The envelope containing application to be superscripted: Application for the post of Community Resource Person –Enterprise Promotion [Anandadhara/SVEP]. Only shortlisted candidates will be contacted.

**Annexure: Application Form**

**Annexure-1**

**Application Form**

**To**

**The Office of Block Development Office [BDO]**

**Project Division –Anandadhara / SVEP**

***[Please mention BDO Address as mentioned above as applicable]***

Paste Passport Size  
Photo

**Subject: Application for the Job Position : Community Resource Person –Enterprise Promotion**

**1. Name of the Candidate [ In Block Letters]:**

**2. Father's/ Guardian's Name:**

**3. Date of Birth :**

**4. Permanent Address**

**House No. :**

**Village:**

**Gram Panchayat:**

**Post Office:**

**Block Name:**

**5. Communication Address**

**House No. :**

**Village:**

**Gram Panchayat:**

**Post Office:**

**Block Name:**

**6. Mobile No.:**

**7. Email [If any]:**

**8. Education Qualification**

No.	Qualification	Name of School	Board	Year of Passing	% of Marks
1	Standard 10th				
2	Standard 12 <sup>th</sup>				

**9. Work Experience [If Any]**

No.	Name of the Employer	Address of the Employer	Job Position & Responsibility	Period of Employment		Monthly Salary/ Stipend [ In INR]
				From	To	

**Self-Declaration**

I here-by declare that all the information furnished above is/ are true to best of my knowledge and information. In case of sharing of false facts and figures by me on this application, then I shall be myself liable for cancellation of my application or immediate termination of the contract [Even during post recruitment phase in the project]

I also acknowledge that I have gone through the detail eligibility criteria and selection procedure for the job position i.e. Community Resource Person – Enterprise Promotion for which I am applying through this application form.

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**Applicant's Name**

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**Applicant's Signature**

**Date:**

**Place:**

**Extra Sheet for Additional Information**

