

Anandadhara State Office

West Bengal State Rural Livelihoods Mission (WBSRLM)
(A Society under the Panchayats & Rural Development Deptt, Govt. of West Bengal)
Saltee Tech Park, 11th floor, DN-18, Sector-V, Salt Lake, Kolkata – 700 091

No. 301/WBSRLM/Prog/6P-149/2014

Date: 30.03.15

West Bengal State Rural Livelihoods Mission (WBSRLM) under P & RD Deptt, GoWB requires:

(1) One State Project Manager (Skill) (2) Seven Project Managers (3) Two Young Professionals (YP) & (4) Statutory Auditor from CA firms on contract basis. Details are available at website

www.wbprd.gov.in & www.anandadhara.org.in . Only online applications for above posts at www.wbprd.gov.in would be accepted. Last date: 5.30 pm of 15/04/2015.

Sd/-

SMD & CEO. WBSRLM

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Notification for Engagement of State Project Manager (Placement Linked Skill Development Programme), Project Managers & Young Professionals for State Mission Management Unit of WBSRLM on contract basis

West Bengal State Rural Livelihoods Mission a registered Society under West Bengal Societies Registration Act 1961, intends to recruit professional expert for State Project Manager (Placement Linked Skill Development Programme), Project Managers & Young Professionals for State Mission Management Unit, of WBSRLM on contract basis.

How to apply :

Interested candidates will have to submit their application online in PRESCRIBED format provided in the website www.wbprd.gov.in. Candidates are advised to read the instructions carefully before submitting online application. Application can be submitted online with effect from 11 am of 31th March, 2015. The last date for submission of completed application is 15th March, 2015 upto 5.30 PM.

Important Notes:

1. *The selection will be based on performance in written test, Group Discussion, Computer test and personal interview.*
2. *Candidates are requested to clearly fill in the application form and ensure that personal E-mail id and contact telephone details have been given therein. This is required for quick and timely communication.*
3. *The filled in application must be submitted ONLINE only. Incomplete applications will be rejected. No application will be entertained after last date and time as mentioned or if sent through any others system.*
4. *Condition for rejection of application is mentioned below. Candidates are requested to go through them carefully.*
5. *Any candidate found to be canvassing in any form will be outrightly disqualified.*

Criteria for rejection of Application

- If application is submitted through other mode than online.
- If application doesn't bear any of the followings.
 - photograph of the candidate
 - mention of the post applied for
 - date of birth
 - address for communication
 - signature of the candidate
 - If the applicant does not possess minimum criterion of educational qualification and experience.
 - If application is received after last date as mentioned in the advertisement.

6. The application will be rejected if any other valid reasons for rejection of application found appropriate at any point of time.

7. Admit card will be sent to the candidates registered e-mail address and it can also be downloaded from website.

9. The list of shortlisted candidates will be uploaded on the website. Applicants are requested to start visiting the said website after last date for receiving application. Shortlisted candidates will be informed about further selection process through E-mail and in the website also.

10. Proficiency in computers and command on MS Office is essential for the selection.

11. Extensive field visit will be required in case of selection.

12. No TA/DA will be paid for appearing in selection process.

13. Any discrepancy observed during testimonial verification will lead to direct disqualification and suitable action as per law.

14. WBSRLM has the right to cancel the recruitment process without assigning any reasons thereof.

Sd/-
State Mission Director & Chief Executive Officer
West Bengal State Rural Livelihoods Mission

Annexure

Name of Position	No of vacancy	Monthly remuneration	Required Qualification and Experience.
State Project Manager (Placement Linked Skill Development Programme). Upper Age limit- below 50 Years as on 01/01/2015	1(one) at State Mission Management Unit	Rs.60,000/-	Candidates should be Post Graduate in Rural Development/ Management/ Business Administration / Agri-Business Management /Social work from a premier institute / university. S/he should have at least 5 years of work experience in the field of Skills development of substantial size. Preference would be given to those passed out from reputed institute of National level and having experience of working in reputed institutions/Govt. programmes/reputed NGO/reputed corporate body etc. S/he should have good communication skill (both oral and writing) in English, Bengali & Hindi. Proficiency in working with MS office is a must.
Young Professional (YP)	2 (Two) at Block level, Habibpur (Malda) & Patharpratima (South 24 Parganas)	Rs.40,000/-	Candidates should be B.Sc in Agriculture with degree in Rural Management / Rural development from reputed institute. Candidates having 2-3 years experience in relevant field will be given preference. Candidates should have communication skill (both oral & writing) in Bengali, English & Hindi. Proficiency in working with MS office is a must

Name of Post	Vacancy	Monthly Remuneration	Required Qualifications	Major Responsibilities
Project Manager, Management Information System , Monitoring & Evaluation	1 (One)	Rs.45,000/-	<p>Educational qualification: The Candidate should be a M.E./M.Tech in Computer Sc/ Information Communication Technology/ B.E./B.Tech (IT/Computer Sc) / MCA from recognised and reputed institutions/ university.</p> <p>Experience :</p> <ul style="list-style-type: none"> ▪ Candidate applying for the position MUST have at least 5 years' experience of designing; managing and handling large scale computerized Management Information System. ▪ Strong knowledge on DBMS /queries/ report generation. ▪ S/he should also have effective communication skill and presentation skill in related filed. ▪ Preference would be given to those passed out from reputed institutes and having experience of working in reputed institutions/Government development programme/large NGO/reputed corporate body or donor agencies etc. <p>Others:</p> <ul style="list-style-type: none"> ▪ Person should be well versed with working with MS Office including MS-Access. ▪ Person should also have good communication skill in Bengali, Hindi & English. ▪ Person should be able to travel extensively within & outside the state and stay in rural areas 	<ul style="list-style-type: none"> ▪ To provide support on issues related to MIS & IT intervention to achieve the objectives of NRLM in West Bengal ▪ To Consolidate records & generate various daily report ▪ To analyse large data & prepare reports related to NRLM. ▪ To assist managing in-house database. ▪ To coordinate activities & training at districts/ block level. ▪ Documentations & presentation NRLM database ▪ To assist managing State MIS (online/offline)
Project Manager, Social Mobilisation & Institution Building (SMIB)	1 (One)	Rs.45,000/-	<p>Educational qualification: Candidate should have two years' Post Graduate Degree or Diploma in Rural Development /Rural Management/Social work/Economics/ Sociology/ Anthropology/Agriculture or Allied/Management from recognised and reputed institutions/ university</p> <p>Experience :</p> <ul style="list-style-type: none"> ▪ Candidate applying for the position MUST have at least 5 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 communication 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 related Government programmes. <p>Others:</p> <ul style="list-style-type: none"> ▪ Person should be well versed with working with MS Office. ▪ Person should also have good communication skill in Bengali, Hindi & English. ▪ Person should be able to travel extensively within & outside the state and stay in rural areas 	<ul style="list-style-type: none"> ▪ To provide support on issues related to social mobilisation and institution building to achieve the objectives of NRLM in West Bengal ▪ To prepare Annual Action Plan (AAP) and initiate activities related to SM & IB as per approved AAP ▪ To develop policy and strategy related to Community Cadre and other Resource Persons for effective implementation of NRLM ▪ To coordinate activities related resource blocks ▪ To provide support in data analysis & preparation of reports, specially related to SMIB ▪ To document good practices under NRLM

Project Manager, Training & Capacity Building	1 (One)	Rs.45,000/-	<p>Educational qualification: Candidate should have two years' Post Graduate Degree or Diploma in Rural Development /Rural Management/Social work/Economics/Anthropology/Sociology/ Agriculture or Allied/Management from recognised and reputed institutions/ university</p> <p>Experience :</p> <ul style="list-style-type: none"> ▪ Candidate applying for the position MUST have at least 5 years of work experience in implementing and managing large project/programme relating to capacity building and training. ▪ S/he should also have effective communication skill ▪ Weightage in selection process will be given to those who have experiences of working with related Government programmes. <p>Others:</p> <ul style="list-style-type: none"> ▪ The person should be well versed with working with MS Office. ▪ The person should also have good communication skill in Bengali, Hindi & English. ▪ Person should be able to travel extensively within & outside the state and stay in rural areas 	<ul style="list-style-type: none"> ▪ To support and coordinate on issues related to training and capacity building to achieve the objectives of NRLM in West Bengal ▪ To prepare training calendar & AAP and execute training initiatives as per approved AAP ▪ To coordinate with various training institutions for effective implementation of NRLM ▪ To develop capacity building & Behavior Change Communication (BCC) materials ▪ To provide support in data collection, analysis & preparation of reports, specially related to Training & capacity building ▪ To document good practices on NRLM
Project Manager, Social Development	1 (One)	Rs.45,000/-	<p>Educational qualification: Candidate should have two years' Post Graduate Degree or Diploma in Rural Development /Rural Management/Social work/Economics/Anthropology/Sociology/Agriculture or Allied/Management from recognised and reputed institutions/ university</p> <p>Experience :</p> <ul style="list-style-type: none"> ▪ Candidate applying for the position MUST have at least 5 years of work experience in implementing and managing large project/programme relating to social development & social issues. ▪ S/he should also have effective communication skill. ▪ Weightage in selection process will be given to those who have experiences of working with related Government programmes. <p>Others:</p> <ul style="list-style-type: none"> ▪ The person should be well versed with working with MS Office. ▪ The person should also have good communication skill in Bengali, Hindi & English. ▪ Person should be able to travel extensively within & outside the state and stay in rural areas 	<ul style="list-style-type: none"> ▪ To provide support on issues related to social development & social issues to achieve the objectives of NRLM in West Bengal ▪ To prepare Annual Action Plan (AAP) and initiate activities related to social development as per approved AAP ▪ To develop policy and strategy related to partnership with NGOs & CBOs for effective implementation of NRLM ▪ To initiate activities related to convergence with other programmes specially related to social security / inclusion ▪ To provide support in data analysis & preparation of reports ▪ To document good practices on NRLM

Project Manager, Livelihoods	1 (One)	Rs.45,000/-	<p>Educational qualification: Candidate should have Hons. Graduate and Master Degree in Agriculture or Allied Science from reputed Institute /State Agriculture/ Veterinary University.</p> <p>Experience :</p> <ul style="list-style-type: none"> ▪ Candidate applying for the position MUST have at least 3 years of work experience in implementing and managing large project/programme relating to Social/ Community Development and Institution Building of rural poor especially on livelihoods issues. ▪ S/he should also have effective communication skill and have experience of designing the livelihoods issues for of community institutions. ▪ Weightage in selection process will be given to those who have experiences of working with related Government programmes for livelihoods issues under rural community development. <p>Others:</p> <ul style="list-style-type: none"> ▪ Person should be well versed with working with MS Office. ▪ Person should also have good communication skill in Bengali, Hindi & English. ▪ Person should be able to travel extensively within & outside the state and stay in rural areas 	<ul style="list-style-type: none"> ▪ To provide support on livelihoods opportunities to achieve the objectives of NRLM in West Bengal ▪ To prepare Annual Action Plan (AAP) and initiate activities related to livelihoods issues as per approved AAP ▪ To develop policy and strategy related livelihoods programme to Community Cadre and other Resource Persons for effective implementation of NRLM ▪ To coordinate livelihoods activities related resource blocks. ▪ To provide support in data analysis & preparation of reports, specially related to livelihoods opportunities. ▪ To document best practicing livelihoods models under NRLM
Project Manager, Skill	1 (One)	Rs.45,000/-	<p>Educational qualification: Candidate should have two years' Post Graduate Degree or Diploma in Rural Development /Rural Management/Social work/Economics/ Sociology/ Anthropology/Agriculture or Allied/Management from recognised and reputed institutions/ university</p> <p>Experience :</p> <ul style="list-style-type: none"> ▪ Candidate applying for the position MUST have at least 5 years of work experience in implementing and managing large project/programme relating to Skill development. ▪ S/he should also have effective communication skill. ▪ Weightage in selection process will be given to those who have experiences of working with related Government programmes. <p>Others:</p> <ul style="list-style-type: none"> ▪ The person should be well versed with working with MS Office. ▪ The person should also have good communication skill in Bengali, Hindi & English. ▪ Person should be able to travel extensively within & outside the state and stay in rural areas 	<ul style="list-style-type: none"> ▪ To provide support on issues related to skill development of rural youth to achieve the objectives of NRLM in West Bengal ▪ To prepare Annual Action Plan (AAP) and initiate activities related to skill development as per approved AAP ▪ To develop policy and strategy related to skill development for effective implementation of NRLM ▪ To initiate activities related to convergence with other programmes specially related to skill development of rural youth. ▪ To provide support in data analysis & preparation of reports ▪ To document good practices on NRLM

Project Manager, Micro Finance & Financial Inclusion	1 (One)	Rs.45,000/-	<p>Educational qualification: Candidate should have two years' Post Graduate Degree or Diploma from recognised and reputed institutions/ university or retired personnel from the banking sector including NABARD preferably with CAIIB below 62 years as on 01/04/2015 may also apply.</p> <p>Experience :</p> <ul style="list-style-type: none"> ▪ Candidate applying for the position must have at least 5 years of work experience in implementing and managing large project/programme relating to micro finance to SHG and Financial Inclusion. ▪ S/he should also have effective communication skill and have experience of designing and delivering the capacity building initiatives in the related areas. ▪ Weightage in selection process will be given to those who have experiences of working with related Government programmes/Banks. <p>Others:</p> <ul style="list-style-type: none"> ▪ Person should be well versed with working with MS Office. ▪ Person should also have good communication skill in Bengali, Hindi & English. ▪ Person should be able to travel extensively stay in rural areas 	<ul style="list-style-type: none"> ▪ To provide support on issues related to Financial Inclusion and Micro finance to achieve the objectives of NRLM in West Bengal ▪ To prepare Annual Action Plan (AAP) and initiate activities related to MF & FI as per approved AAP ▪ To develop policy and strategy related to FI and MF for effective implementation of NRLM ▪ To provide support in data analysis & preparation of reports. ▪ To document good practices under NRLM
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Sd/-
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