



Deen Dayal Upadhyaya Grameeen Kaushalya Yojana
C/o SIRD, NONGSDER, RI BHOI, MEGHALAYA - 793 103



No.DDU-GKY/2016-17/Advt/35/85

Dated: Nongsder, the 27th March 2018

**ADVERTISEMENT FOR THE POST OF DISTRICT PROJECT MANAGERS &
BLOCK LEVEL COORDINATORS**

Applications are hereby invited from interested candidates for the following posts for appointment on contractual basis.

Application should carry full particulars of candidates, to be accompanied by

1. All testimonials of age, conduct and academic qualification.
2. Experience certificates (if any)
3. SC/ST certificate (if any)
4. Two passport-size photographs

I. DISTRICT PROJECT MANAGER: (No. of Post – 8)

Eligibility Criteria:

Age :	Should not be more than 35 years as on 1 st March, 2018. The upper age limit will be relaxed by 5 years for SC/ST candidates.
Minimum Qualifications:	Master's Degree in Rural Development/ Management/ Social Science. Preference will be given to candidates who have worked in Government/ Non-Government organizations in the field of Rural Development at least for a period of 2 years.
Preference:	Maximum preference will be given to local candidates drawn from the respective blocks and having knowledge of Khasi and Garo language.
Remuneration:	Selected candidate will be paid a fixed remuneration of Rs.30,000/- p.m. and other allowances as permissible.
Job Requirement:	The Selected Candidates will have to intensively <ol style="list-style-type: none">i. To coordinate all District level activities with the concerned District Head Office's and BDOsii. Tour to the villagesiii. Mobilise the unemployed youths for enrolment under the schemeiv. Organize Training Programmesv. Monitor Progress of the schemevi. To maintain the information/data submitted by Block Coordinatorsvii. To prepare regular and timely reports in formats to be shared with SPMs/ State Cell of DDU-GKYviii. Other tasks as assigned by the higher authority


II. BLOCK CORDINATORS: (No. of Post – 39)

Eligibility Criteria:

- Age :** Should not be more than 30 years as on 1st March, 2018. The upper age limit will be relaxed by 5 years for SC/ST candidates.
- Minimum Qualifications:** Class XII passed with working knowledge of computers.
- Preference:**
- i. Maximum preference will be given to local candidates drawn from the respective blocks and having knowledge of Khasi and Garo language.
 - ii. Candidates having experience in the field of rural development will be preferred.
- Remuneration:** Selected candidate will be paid a fixed remuneration of Rs.15,000/- p.m. and other allowances as permissible.
- Job Requirement:** The Selected Candidates will have
- i. To coordinate all Block level activities with the concerned BDOs.
 - ii. To participate in all kind of DDU-GKY activities and programmes at the District and Block level.
 - iii. To prepare regular and timely reports in formats to be shared with DPMs and the State Cell of DDU-GKY.
 - iv. To maintain a record of unemployed youth and beneficiaries.
 - v. To maintain regular contact including telephonic communication with candidates who are undergoing training.
 - vi. To regularly visit interior villages for mobilization of candidates, and to coordinate closely with the VECs, Youth Organizations, SHGs and Women Groups.
 - vii. To maintain Office files and perform any other duties assigned by higher authority.

The applications complete in all respects, to be submitted in hard copy only, should reach the office of the undersigned on or before **30th April, 2018**. Shortlisted candidates will have to undergo a written examination for which intimation will be sent later.

Address for Correspondence:
State Programme Director,
DDU-GKY Cell, SIRD
Ri-Bhoi, Meghalaya
Pin Code: 793103


State Programme Director,
DDU-GKY Cell, SIRD
Ri-Bhoi, Meghalaya