



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Technical Support Officer – Value Chain (MKSP)	No. of Positions
Level – L4	1 (UR – 1)
Sl. No.	Eligibility Criteria
1	<p>Education Qualification: Full Time 2 years' Post Graduate Degree in any discipline with <u>first division marks</u> from a government recognised university/academic institution. Or Full Time 2 years' Post Graduate Degree/Diploma in Social & Development Studies/Rural Development / Management or subject relevant to the position from a government recognised university/academic institution. Or Full Time 2 years' Post Graduate Degree/Diploma in Business Administration (Marketing /Finance /Economics/ Agri Business) from a government recognised university/academic institution. Or Full time 1 year Rural Management/Development Diploma from NIRD. Or 4 years' full time graduate diploma/degree in Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <p>Experience Required: Minimum 5 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience</u> (in subject related to the position) of working in large scale project/ programme for poverty eradication/livelihoods/social or rural development implemented by Government/ reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme management or implementation role. Good experience of nurturing and working with poor's institutions; working with Government system would very much required.</p> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <p>Remuneration: Rs. 50,000 to Rs. 80,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <ul style="list-style-type: none"> • The person should be responsible for developing a “Value Chain Perspective” for rural livelihoods based interventions implemented by JSLPS through MKSP. • S/he should assist JSLPS in developing the perspective plan for intended interventions under value chain approach for the promotion of rural livelihoods. • The person should closely work district/block team of JSLPS & with PIAs and assist them to understand the value chain perspective; help them to develop implementation plans; and provide technical assistance (as required) in implementation of the activities. • One of the key roles will be to develop the capacity building strategy and implement the same for promoting NTFP/Sustainable Agriculture/livestock based livelihoods practices among the community. • The person should also be responsible to lead study or research required to prepare livelihood plan with value chain approach. S/he should be responsible for regular visits to project districts/blocks, & PIAs field locations; interact 	



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with community and staff; review progress against planned activities of related domain and do handholding as required.

- The person should be responsible for all necessary documentation and developing cases of best practices under livelihood intervention arranged with value chain approach.
- The required liaisoning with all concerned departments/resource agencies in the state will be another key task for this position. The person is expected to lead innovations in NTFFP/Sustainable Agriculture/livestock management practices (collection, harvesting, regeneration etc.) with PIAs/JSLPS.
- S/he also has to assist JSLPS in developing and implementing strategy to engage community institutions/cadre for the grounding of important value links. The person will have to develop his/her own monthly plan in consultation with his/her reporting officer and prepare the output monthly report on time.
- S/he has to participate in all review and capacity building programmes conducted by JSLPS/NRLM. Any other task as find necessary by the reporting officer may also be assigned to the person.
- Coordination with different theme heads under MKSP.
- Person recruited for this position will report to State Program Manager (SPM), Mahila Kisan Sashaktikaran Pariyojana, and JSLPS.



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JOB DESCRIPTION	
Programme Executive – Resham Project	No. of Positions
Level – L5	2 (UR – 1, ST - 1)
Sl. No.	Eligibility Criteria
2	<p>Education Qualification: 2 years’ Full Time Post Graduate Degree or 2 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years’ full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognized university/academic institution.</p> <p>Experience Required: Minimum 2 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p>Specific Condition: For candidates having post graduation degree through correspondence or having 3 years Graduation degree through correspondence – Minimum post qualification experience will be required as 3 years.</p> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <p>Remuneration: Rs. 25,000 to Rs. 35,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



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Duties & Responsibilities:

- To coordinate with different stakeholders for capacity building programme at DMMU/BMMU and field level to achieve project goal
- To ensure need based capacity building programme organized according to annual calendar under Tasar based project
- To extend support in the preparation of draft documents e.g project documents, progress reports, meeting minute, budgets, QPR/MPR format etc,
- To execute capacity building programme, study, field visit, visits report writing, compilation of documents
- Support to BMMU & DMMU to implement policies designed under Tasar based project.
- To extend support to the SMMU team in administrative role and planning work,
- To maintain data base of received project proposal, compilation, filing
- To plan and facilitate project appraisal including field appraisal.
- To coordinate with different stakeholder e.g. state of Govt/line deptt and Pvt Operators for convergence related initiatives,
- To assist SPM in day to day operation,
- Any other Task assigned by SPM



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Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Administrative Assistant Cum Computer Operator (AACCO) - MKSP	No. of Positions
Level – L7	1 (UR – 1)
Sl. No.	Eligibility Criteria
3	<p>Education Qualification:</p> <p>3 years' Graduate Degree (full time or correspondence) in any discipline or other hire degree/diploma in relevant subject - from a government recognized university/academic institution and 6 months Govt. affiliated computer diploma will be required.</p> <p>Experience Required:</p> <p>At least 1 year RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization.</p> <p>Skills Required:</p> <p>Person must be having very good skills on working on MS office environment and good writing and communication skills.</p> <p>Remuneration:</p> <p>Rs. 15,000 per month. Apart from salary, benefits such as mediclaim and monthly communication allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p> <p>Duties & Responsibilities:</p> <p>To work as Computer Operator / Data Entry and Computer Maintenance. Also work as a Documentation controller, Handling Front Desk as and when require, Manage and purchase stationary and other office items. Certification of incoming and outgoing materials, Co-coordinating all outdoor jobs on day to day basis. Maintenance of administration files (soft and hard copies),To arrange and co-ordinate internal office meetings. Any other task as assigned, as per the requirement.</p>

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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Programme Manager – Finance (DDU - GKY)	No. of Positions
Level – L4	1 (UR – 1)
Sl. No.	Eligibility Criteria
4	<p>Education Qualification: Full Time 2 years’ Post Graduate Degree in Commerce with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/Diploma in Business Administration (Finance/Economics) from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>CA (inter)/ICWAI (inter)/CS (first Part) from concerned recognized institution in India.</p> <p>Experience Required: Minimum 5 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in large scale project/programme for poverty eradication/livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in account and finance management; audit; project appraisal; budgeting and dealing with statutory financial requirement. Working in Skill Development Project, knowing Government Systems and exposure to projects working with poor’s institutions would be very much required.</p> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <p>Remuneration: Rs. 50,000 to Rs. 80,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <ul style="list-style-type: none"> • Responsible for overall management and release of fund related to DDU GKY & State Skill program in the state; • Responsible for developing system for financial examination and appraisal of proposals and relevant financial documents and accordingly ensure the operations on time; • Responsible for developing fund release mechanism, ensuring appropriate documentation, developing system to track fund utilization, conduct timely review, prepare programme budget analysis and ensure financial planning accordingly. • Undertake performance management of grantees receiving funds from programme and conduct assessments of physical and financial targets; • Ensure all financial due diligence in fund release and utilization, lead audit of accounts, preparing financial reports and submission of the same. • Responsible for designing and ensuring financial due diligence systems for PIAs and building their capacity accordingly. • Any other tasks as assigned by the supervisor. 	



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JOB DESCRIPTION	
Programme Executive – Skills & Jobs (DDU - GKY)	No. of Positions
Level – L5	1 (UR – 1)
Sl. No.	Eligibility Criteria
5	<p>Education Qualification:</p> <p>2 years’ Full time Post Graduate Degree or 2 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years’ full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognized university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 2 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or having 3 years Graduation degree through correspondence – Minimum post qualification experience will be required as 3 years.</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 25,000 to Rs. 35,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



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Duties & Responsibilities:

The Program Executive – Skills and Jobs will assist state team of DDU-GKY and be responsible for the following tasks.

- Developing work plan/ strategy for community mobilization and counselling.
- Extending support to District/Block Mission Management Unit, as well as Community cadre for Mobilization of candidates and organizing job fairs.
- Developing standard operating procedures to be followed for social mobilization in job and self-employment oriented courses.
- Organising sensitization and mobilization activities with different stake holders i.e; Employers for direct hire, District and Block Officials, Police personnel, PRI members etc.
- Ensuring youth counselling and supporting them to cope-up with external environment (traffic rules, time management etc), work place challenges and equip with self-defence.
- Monitoring mobilization strategy and ensuring adherence by partner agencies so that panchayat Saturation model under DDU-GKY may be done.
- Facilitating direct hiring needs of employers through job fairs.
- Formulating communication strategy for Job fairs to ensure maximum reach with KMC.
- Establishing alumni association of placed candidates.
- Any other responsibilities assigned by the supervisor.

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JOB DESCRIPTION	
Programme Executive – Finance (Skills) (DDU - GKY)	No. of Positions
Level – L5	1 (UR – 1)
Sl. No.	Eligibility Criteria
6	<p>Education Qualification: Full Time 2 years' Post Graduate Degree in Commerce with first division marks from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/Diploma in Business Administration (Finance/Economics) from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>CA (inter)/ICWAI (inter)/CS (first Part) from concerned recognised institution in India.</p> <p>Experience Required: Minimum 2 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in finance management role and supporting programme implementation. . Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p>Specific Condition: For candidates having post graduation degree through correspondence or having 3 years Graduation degree through correspondence – Minimum post qualification experience will be required as 3 years .</p> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <p>Remuneration: Rs. 25,000 to Rs. 35,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <ul style="list-style-type: none"> • The Program Executive – Finance (DDU-GKY) will assist state team of DDU-GKY for setting up strong institutional mechanism for managing all funds to be released under the programme, ensuring all due diligence and be responsible for examining, appraising and finalizing proposals of projects being submitted. • The incumbent will carry out the following tasks: • Responsible to support the management and release of fund related to DDU GKY & State Skill program in the state; • Responsible to support state team of DDU-GKY for developing system of financial examination and appraisal of proposals; managing relevant financial documents and accordingly managing all official communications on time; • Responsible for assisting State team of DDU GKY in developing fund release mechanism, system to track fund utilization, conducting timely review and preparing program budget analysis. • Follow up with PIAs for timely submission of reports related to fund utilization. • Any other responsibilities assigned by the supervisor. 	



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JOB DESCRIPTION	
Programme Executive (JICA Project)	No. of Positions
Level – L5	1 (UR – 1)
Sl. No.	Eligibility Criteria
7	<p>Education Qualification:</p> <p>2 years' Full time Post Graduate Degree or 2 years' Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years' full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognized university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 2 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <hr/> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or having 3 years Graduation degree through correspondence – Minimum post qualification experience will be required as 3 years.</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 25,000 to Rs. 35,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p> <hr/> <p>Duties & Responsibilities:</p> <p>The person will support thematic lead in executing assigned responsibilities, maintain necessary documentation, collection of relevant thematic data/ information, conducting analysis of information, coordinating studies, compiling progress and other periodic reports, managing communication with external agencies/stakeholders, dealing administrative issues and maintaining records of the unit. S/he will be also responsible for overseeing effective organisations of various events being conducted by the concerned domain, coordinate for filed visits and help in conducting reviews and monitoring. Being based in the headquarters, s/he will be responsible for coordination with other units of JSLPS</p>



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JOB DESCRIPTION	
Programme Executive – Non Farm (DAY - NRLM)	No. of Positions
Level – L5	1 (UR – 1)
Sl. No.	Eligibility Criteria
8	<p>Education Qualification:</p> <p>2 years’ Full time Post Graduate Degree or 2 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years’ full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognized university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 2 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <hr/> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having 3 years Graduation degree through correspondence – Minimum post qualification experience will be required as 3 years.</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 25,000 to Rs. 35,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



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Duties & Responsibilities:

The responsibilities would include the Following

- Filing and documentation,
- Collection of data/ information and conduct analysis from the data collected, and study regarding interventions coming from the data,
- Compiling reports and maintain book/ record keeping,
- Organizing related events and field visits, documentation of such events and field visits,
- Communication, reporting, meetings reviews and business dealing with different agencies etc.
- Coordination with other Units at SMMU/ DMMU.

JOB DESCRIPTION	
Manager - HR (DAY - NRLM)	No. of Positions
Level – L5	1 (UR – 1)
Sl. No.	Eligibility Criteria
9	<p>Education Qualification:</p> <p>2 years' Full time Post Graduate Degree or 3 years' Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Business Administration (HR/ Personnel/ Labour) from a government recognized university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization. Experience should include being engaged in programme implementation/support role. Experience of working with poor's institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working Young Professional-HR or PE-HR having experience of working with JSLPS for at least 2 continuous years in any discipline.</p> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having full time 3 years Graduation degree through correspondence – Minimum post qualification experience will be required as 3 years in the field of HR.</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state



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as per programme requirement and decision of the JSLPS management.

Remuneration:

Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.

Duties & Responsibilities:

The job responsibilities of the Manager – HR will be as follows:

- Need based HR Technical Assistance to District and Block.
- Facilitating Conduct of staff capacity building program for district and block unit.
- Facilitating joining process and conducting induction program of staffs recruited for district and block level.
- Facilitating both State and District unit to execute necessary formalities towards staff exit; staff database management; staff deployment; and management of HR processes viz. leave transfer, entitlements, advances etc.
- Ensuring effective roll out of HR MIS at district and block levels.
- Supporting district units to handle cases related to grievances and organizational/staff discipline
- Ensuring standards administrative practices in district and block offices.
- Assisting recruitment and selection process if conducted at district level.
- Assisting implementation of performance appraisal for field units.
- Any other task (including state level work) which SPM – HRD/ CEO assigns in the interest of the organization.



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Administrative Assistant – HRD (DAY – NRLM)	No. of Positions
Level – L7	1 (UR – 1)
Sl. No.	Eligibility Criteria
10	<p>Education Qualification:</p> <p>3 years' Graduate Degree (full time or correspondence) in any discipline or other hire degree/diploma in relevant subject - from a government recognized university/academic institution and 6 months Govt. affiliated computer diploma will be required.</p> <p>Experience Required:</p> <p>At least 1 year RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization.</p> <p>Skills Required:</p> <p>Person must be having very good skills on working on MS office environment and good writing and communication skills.</p> <p>Remuneration:</p> <p>Rs. 15,000 per month. Apart from salary, benefits such as mediclaim and monthly communication allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <p>The person will be working for HRD unit with direct reporting to SPM-HRD. S/he will be responsible for managing SMMU's HR records, communication and administration of the unit. S/he will support other members of HR unit in executing their responsibilities. Specifically, s/he will be responsible for the following work.</p> <ul style="list-style-type: none"> • Dealing with staffs working at State, District and Block level and ensure effective communication with them for all HR related matters. • Maintaining and updating HR recruitment related records and employee database through HR IS and other means of records. • Managing all electronic as well as paper communication of HR unit on regular basis. • Assisting in the recruitment process, training organized by HRD units, field visits and interface with block and district staff. • Arranging logistic, maintaining stocks, training kit preparation, recruitment kit preparation etc. • Documentation and circulation of events minutes, reports and other necessary reports. • Maintenance of all files, its movements and safety. • Supporting SPM-HRD in day to day official work • Any other assignment as assigned by SPM- HR 	



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(BOTH NEW AND BACKLOG FTE VACANCIES)**

**Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions
Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper**

JOB DESCRIPTION	
State Project Coordinator - Skills & Jobs (JOHAR)	No. of Positions
Level – L3	1 (UR – 1)
Sl. No.	Eligibility Criteria
11	<p>Education Qualification:</p> <p>Full Time 2 years’ Post Graduate Degree in any discipline with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/Diploma in - Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/Diploma in Business Administration (Marketing/Finance/Economics/Agri Business) from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years’ full time graduate diploma/degree in Agriculture / Agriculture and Allied Management (horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognized university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 10 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in large scale project/programme for poverty eradication/livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization. Experience should include leading/managing relevant assignment with professional team. Extensive experience of promoting, nurturing and working with poor’s institutions; policy advocacy; managing partnership; and dealing with government system would be very much required..</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration: Rs.75,000 to Rs.1,15,000 per month as per qualification and experience). Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

- Strategies and plan to implement the Skills & Jobs component of JOHAR project in the designated blocks of Jharkhand with time bound and clear efficiencies.
- Develop strategies, policies, systems, protocols, practices as required for skilling in JOHAR including selection and skill training of micro enterprise service providers
- Develop and finalize micro enterprise development skilling plans (strategic and implementation) and yearly budgets. Manage project budgeting planning at district levels.
- Monitor and ensure timely, within budget and quality of skilling for entrepreneurship development and enterprise development.
- Lead and finalise the preparation of six-monthly project report
- Develop a project monitoring system capable of collecting necessary data for the JOHAR M&E program
- Plan to manage convergence activities with other components.
- Provide support for technical supervision and ensure technical quality
- Motivate and build micro enterprise development skill team, promote innovation
- Carry out periodic field level ground truthing apart from monitoring based on MIS and team feedback.
- Conducting state level monitoring and periodic review of the entire implementation plan. Identify issues, seek support or facilitate innovative solutions.
- Any other duties assigned by the project authorities



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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Project Coordinator – Irrigation (JOHAR)	No. Of Positions
Level – L4	1 (UR – 1)
Sl. No.	Eligibility Criteria
12	<p>Education Qualification:</p> <p>Full Time 2 years' Post Graduate Degree in any discipline with first division marks from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/Diploma in Social & Development Studies/Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/Diploma in Business Administration (Marketing/Finance/Economics/Agri Business) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years' full time graduate diploma/degree in Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering / Civil Engineering or subject relevant to the position from a government recognised university or institution.</p> <hr/> <p>Experience Required</p> <p>Minimum 5 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in large scale project/programme for poverty eradication/livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme management or implementation role. Good experience of nurturing and working with poor's institutions; working with Government system would be very much required.</p> <hr/> <p>Skills Required</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Excellent writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning, development policies and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 50,000 to Rs. 80,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p> <hr/> <p>Duties & Responsibilities:</p> <p>1. Planning & Budgeting</p> <ul style="list-style-type: none"> - Plan and budget project activities based on the basis of Project Implementation Plan (PIP) on a monthly, quarterly and annual basis. - Undertake approvals for the project activities from reporting officer.



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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

2. Implementation

- Support TSA and provide Technical inputs to all the DPRs as required by TSA.
- Conducting survey & preparation of DPR as and when required.
- Planning and execution of WUG formation and capacity building of TSP (Technical Service Providers) through District/ Block Units of JSLPS.
- Plan for monthly review of TSAs.
- Provide Technical leadership to teams at District & Field Level for ensuring quality in implementation.
- Plan and organize capacity building programs like trainings, exposure visits, meetings with experts, workshops etc. as per the requirements of the project.
- Develop linkages and engagement with technical agencies as per the requirements of the project and ensure timely implementation of project activities.

3. MIS, Monitoring & Review

- Roll out MIS in the project through TSA
- Develop systems for regular monitoring and reporting of the project activities in the field.
- Review progress and update reporting officer on weekly basis.
- Preparing monthly report, documentation and sharing of project related learning.

4. Miscellaneous

- Liaise with potential agencies, department and institutions as per the requirements of the project theme.
- Participate in all the meetings and reviews.
- Any other duties assigned by the reporting officer.

5. Convergence & Innovation

- Follow-up with line department for convergence Design and planning of innovative irrigation system for learning and replication.

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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Project Coordinator – Value Chain (JOHAR)		No. Of Positions
Level – L4		1 (UR – 1)
Sl. No.	Eligibility Criteria	
13	<p>Education Qualification: Full Time 2 years' Post Graduate Degree in any discipline with <u>first division marks</u> from a government recognised university/academic institution.</p> <p>Or Full Time 2 years' Post Graduate Degree/Diploma in Social & Development Studies/Rural Development / Management or subject relevant to the position from a government recognised university/academic institution.</p> <p>Or Full Time 2 years' Post Graduate Degree/Diploma in Business Administration (Marketing /Finance /Economics/ Agri Business) from a government recognised university/academic institution.</p> <p>Or Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p>Or 4 years' full time graduate diploma/degree in Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p>	
	<p>Experience Required Minimum 5 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in large scale project/programme for poverty eradication/livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme management or implementation role. Good experience of nurturing and working with poor's institutions; working with Government system would be very much required.</p>	
	<p>Skills Required</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Excellent writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning, development policies and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. 	
	<p>Remuneration: Rs. 50,000 to Rs. 80,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>	
	<p>Duties & Responsibilities:</p> <p>Work under the guidance of State Project Coordinator and assist him/her in implementation of the Value Chain studies of JOHAR project in the designated blocks of Jharkhand with time bound and clear efficiencies.</p> <ul style="list-style-type: none"> • Lead the Value Chain and market assessment Studies aimed at identifying gaps and opportunities for value addition. • Assist in developing enterprises along the value chain which can be managed by the producers hence helping them graduating in the value chains. • Support Farmer Producer Organization Incubation and Support Cell (FISC) and provide technical inputs. • Identify new and potential important marketing / agribusiness models that are emerging in Jharkhand. • Feed information on market opportunities, business opportunities into the communication network in the project, so that field staff are well informed, and can advise their clients and capture from field feedback on success/failure and modify messages and activities accordingly • Prepare and plan to achieve the milestones for delivery of the project. • Manage project budgeting planning at district level • Training and review of cadre of field staff/ para professionals through regular review, training and field visits. • Conducting state level monitoring and periodic review of the entire implementation plan. Identify issues, seek support or facilitate innovative solutions. • Any other duties assigned by the project authorities. 	



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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Project Officer – Knowledge Management and Communication (JOHAR)	No. Of Positions
Level – L5	1 (UR – 1)
Sl. No.	Eligibility Criteria
14	<p>Education Qualification: 2 years’ Full time Post Graduate Degree or 2 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Mass Communication/Media Management or similar from a government recognised university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional – KMC or PE – KMC and having experience of at least 2 continuous years.</p> <p>Specific Condition: For candidates having post graduation degree through correspondence or person having full time 3 years Graduation degree – Minimum post qualification experience will be required as 4 years.</p> <hr/> <p>Skills Required</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Excellent writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning, development policies and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration: Rs. 40,000 to Rs. 50,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p> <hr/> <p>Duties & Responsibilities:</p> <p>The person will closely work with the district and block teams of JOHAR to ensure that all staff shares the same vision of the Project.</p> <ul style="list-style-type: none"> • As part of the Communication team at state level, you would be primarily responsible for rolling out the communication strategies across the Project. You would closely work with the district and block teams to ensure that all staff shares the same vision of the Project. You would also provide close guidance to assist capacity building teams with design inputs. • S/he will be responsible for supporting in Capacity building exercise activities. Media relation activities with success story compilation. Dissemination of Project information to all concerned. Implementing communication strategy and hand holding support in publication at various levels with various tools - Print, Audio/Video Web etc. Developing case studies on Project/program and learning notes of best practices. • S/he will be responsible for developing and disseminating State & District specific IEC materials under JOHAR • Developing case studies on Project/program and learning notes of best practices. • S/he will also have to undertake extensive field visit to ensure quality project/program interventions. • Any other task as assigned by the project authority.



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(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Project Officer – M&E (JOHAR)	No. of Positions
Level – L5	1 (UR – 1)
Sl. No.	Eligibility Criteria
15	<p>Education Qualification:</p> <p>2 years’ Full Time Post Graduate Degree or 2 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Computer Application or similar from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years’ full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognized university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working Young Professional or BPM/BPO/PE having experience of working with JSLPS for at least 2 continuous years in any discipline.</p> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having 3 years Graduation degree through correspondence – Minimum post qualification experience will be required as 4 years.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Skills Required:

- Computer Skills – Excellent working knowledge in MS Office environment.
- Language Skills – Very Good writing and oral skills in both English and Hindi.
- Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management.

Remuneration:

Rs. 40,000 to Rs. 50,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.

Duties & Responsibilities:

- Overall implementation of the M&E activities
- Devising monitoring strategy for the project staffs
- Closely work with M&E team at district level and below
- Organizing regular reviews and meetings and disseminate findings/ reports to all concerned
- Coordinate with TSA in designing overall evaluation framework for the project and getting it executed through the TSA
- Support the M&E team in day-to-day activities necessary for implementing M&E.
- Documentation and preparing proceedings of meetings and workshops.
- Documentation of best practices.
- Conducting district wise ranking on monthly basis.
- Coordinate Community Based Monitoring System and process monitoring at community level as well as with Technical Support Agency.
- Any other task assigned by the reporting authority as per project requirement.



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(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Administrative Assistant (JOHAR)	No. of Positions
Level – L7	1 (ST – 1)
Sl. No.	Eligibility Criteria
16	<p>Education Qualification:</p> <p>3 years' Graduate Degree (full time or correspondence) in any discipline or other hire degree/diploma in relevant subject - from a government recognized university/academic institution and 6 months Govt. affiliated computer diploma will be required.</p> <p>Experience Required:</p> <p>At least 1 year RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization.</p> <p>Skills Required:</p> <p>Person must be having very good skills on working on MS office environment and good writing and communication skills.</p> <p>Remuneration:</p> <p>Rs. 15,000 per month. Apart from salary, benefits such as mediclaim and monthly communication allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <ul style="list-style-type: none">To work as Computer Operator / Data Entry and Computer Maintenance. Also work as a Documentation controller, Handling Front Desk as and when require, Manage and purchase stationary and other office items. Certification of incoming and outgoing materials, Co-coordinating all outdoor jobs on day to day basis. Maintenance of administration files (soft and hard copies), To arrange and co-ordinate internal office meetings. Any other task as assigned, as per the requirement.	



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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Manager - Finance (DAY - NRLM)	No. of Positions
Level - L5	2(BC I – 1, BC II – 1)
Sl. No.	Eligibility Criteria
17	<p>Education Qualification:</p> <p>2 years' Full time Post Graduate Degree in Commerce or 3 years' Full time Graduate Degree in Commerce with first division marks from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Business Administration (Finance/ Economics) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>CA (inter)/ICWAI (inter)/CS (first Part) from concerned recognized institution in India.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working Young Professional (Finance)/PE (Finance) having experience of working with JSLPS for at least 2 continuous years.</p> <p>Specific Condition: For candidates have post graduation degree through correspondence or person having Graduation degree through correspondence with first division marks – Minimum post qualification experience will be required as 4 years.</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration: Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p> <hr/> <p>Duties & responsibilities: The person should be working as Thematic Lead at district level under the guidance of District Programme Manager and responsible for the followings.</p> <ol style="list-style-type: none"> 1. Overseeing all planned activities related to financial management and ensures its timely execution across the district. 2. Mentoring and guidance to Block Unit functional in the district in effective Financial Management. 3. Ensuring timely conduct of thematic training and other relevant capacity building intervention for other staffs at district level and all those working in with block unit. 4. Ensuring smooth functioning of all financial and administrative systems at District Unit and in concerning Block units. 5. Managing and monitoring of flow of Project funds. Financial reporting to the State unit and coordinating with auditors. 6. Maintaining all financial due diligence and complying with statutory requirements. 7. On time payment of office related expenses and supervising regular updating of books of records.



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JOB DESCRIPTION	
District Manager - FI (DAY - NRLM)	No. of Positions
Level - L5	4 (UR – 2, BC I - 2)
Sl. No.	Eligibility Criteria
18	<p>Education Qualification: 2 years' Full Time Post Graduate Degree or 3 years' Full time Graduate Degree in any discipline with first division marks from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years' full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <hr/> <p>Experience Required: Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional or BPM/BPO/PE and having experience of at least 2 continuous years in any discipline.</p> <hr/> <p>Specific Condition: For candidates having post graduation degree through correspondence or person having Graduation degree through correspondence with first division marks – Minimum post qualification experience will be required as 4 years.</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration: Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p> <hr/> <p>Duties & Responsibilities: The person should be working as Thematic Lead at district level under the guidance of District Programme Manager and responsible for the followings.</p> <ol style="list-style-type: none"> 1. Overseeing all planned activities related to Financial Inclusion and ensures its timely execution across the district. 2. Mentoring and guidance to Block Unit functional in the district in effective implementation of Financial Inclusion interventions. 3. Ensuring timely conduct of thematic training and other relevant capacity building intervention for other staffs at district level and all those working in with block unit. 4. On time disbursement of Revolving Fund and Community Investment Fund money. 5. Better relationship with banking sector and ensuring SHG Bank Linkages as targeted in the district. 6. Managing partnership/consultancy assignment with external resource agencies/individuals (as applicable) and ensuring timely delivery by them. 7. Facilitating environment and taking effective initiatives towards building capacity of community institution's and community cadre on FI related issues. 8. Monitoring, reviewing and documentation of all thematic intervention in district and preparing periodic reports and other relevant documents as required. 9. Maintaining thematic data update in MIS.



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Manager – SM & IB (DAY - NRLM)	No. Of Positions
Level - L5	2 (BC I – 1, BC II – 1)
Sl. No.	Eligibility Criteria
19	<p>Education Qualification: 2 years' Full Time Post Graduate Degree or 3 years' Full time Graduate Degree in any discipline with first division marks from a government recognised university/academic institution. Or Full Time 2 years' Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution. Or Full Time 2 years' Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognised university/academic institution. Or Full time 1 year Rural Management/Development Diploma from NIRD. Or 4 years' full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <p>Experience Required: Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p>Or Currently working with JSLPS as Young Professional or BPM/BPO/PE and having experience of at least 2 continuous years in any discipline.</p> <p>Specific Condition: For candidates having post graduation degree through correspondence or person having Graduation degree through correspondence with first division marks – Minimum post qualification experience will be required as 4 years.</p> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <p>Remuneration: Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

The person should be working as Thematic Lead at district level under the guidance of District Programme Manager and responsible for the followings.

1. Overseeing all planned activities related to social mobilization and Institution Building and ensure its timely execution across the district.
2. Mentoring and guidance to Block Unit functional in the district in effective implementation of Social Mobilisation and Institutions Building interventions.
3. Ensuring timely conduct of thematic training and other relevant capacity building intervention for other staffs at district level and all those working in with block unit.
4. Managing partnership/consultancy assignment with external resource agencies/individuals (as applicable) and ensuring timely delivery by them.
5. Facilitating environment and taking effective initiatives towards building capacity of community institution's and community cadre.
6. Monitoring, reviewing and documentation of all thematic intervention in district and preparing periodic reports and other relevant documents as required. Maintaining thematic data update in MIS

**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Manager - Livelihood (DAY - NRLM)	No. Of Positions
Level - L5	5 (UR – 2, BC I – 2, BC II – 1)
Sl. No.	Eligibility Criteria
20	<p>Education Qualification: 2 years' Full Time Post Graduate Degree or 3 years' Full time Graduate Degree in any discipline with first division marks from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years' full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <p>Experience Required: Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working Young Professional or BPM/BPO/PE having experience of working with JSLPS for at least 2 continuous years in any discipline.</p> <p>Specific Condition: For candidates having post graduation degree through correspondence or person having Graduation degree through correspondence with first division marks – Minimum post qualification experience will be required as 4 years .</p> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <p>Remuneration: Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

The person should be working as Thematic Lead at district level under the guidance of District Programme Manager and responsible for the followings.

1. Overseeing all planned activities related to all Livelihoods Inclusion and ensures its timely execution across the district.
2. Mentoring and guidance to Block Unit functional in the district in effective implementation of Livelihoods Inclusion interventions.
3. Ensuring timely conduct of thematic training and other relevant capacity building intervention for other staffs at district level and all those working in with block unit.
4. Managing partnership/consultancy assignment with external resource agencies/individuals (as applicable) and ensuring timely delivery by them.
5. Facilitating environment and taking effective initiatives towards building capacity of community institution's and community cadre on LH related issues.
6. Monitoring, reviewing and documentation of all thematic intervention in district and preparing periodic reports and other relevant documents as required.
7. Maintaining thematic data update in MIS.



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Manager – CB and HR (DAY - NRLM)	No. Of Positions
Level - L5	18 (UR – 9, ST – 5, SC – 2, BC I – 1, BC II – 1)
Sl. No.	Eligibility Criteria
21	<p>Education Qualification:</p> <p>2 years’ Full time Post Graduate Degree or 2 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Business Administration (HR/ Personnel/ Labour) from a government recognized university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working Young Professional or BPM/BPO/PE having experience of working with JSLPS for at least 2 continuous years in any discipline.</p> <hr/> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having full time 3 years Graduation degree – Minimum post qualification experience will be required as 4 years.</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p> <hr/> <p>Duties & Responsibilities:</p> <p>The person would be responsible for:</p> <ul style="list-style-type: none"> • Executing training/exposure/interactive learning events as per the need of the Project. • Counselling and improving understanding of HRD process among project staff, smoothening grievance redressal process, implementing Disciplinary Control Policy for the project staff and document as well as disseminate HR learning process within organization. • Executing the HR and administrative policies at district/Block level. • Managing and executing HR activities, updating MIS, leave records and manpower reporting. • Assisting and supporting District Project Manager in assessing the CB needs of Block staff. You will also have to undertake extensive field visit to ensure the quality HR interventions.

**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Manager – Social Development (DAY - NRLM)	No. Of Positions
Level - L5	18 (UR – 9, ST – 5, SC – 2, BC I – 1, BC II – 1)
Sl. No.	Eligibility Criteria
22	<p>Education Qualification: 2 years' Full Time Post Graduate Degree or 3 years' Full time Graduate Degree in any discipline with first division marks from a government recognised university/academic institution.</p> <p>Or Full Time 2 years' Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p>Or Full Time 2 years' Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognised university/academic institution.</p> <p>Or Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p>Or 4 years' full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <p>Experience Required: Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional or BPM/BPO/PE having experience of working with JSLPS for at least 2 continuous years in any discipline.</p> <p>Specific Condition: For candidates having post graduation degree through correspondence or person having 3 year's Graduation degree through correspondence with first division marks – Minimum post qualification experience will be required as 4 years .</p> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <p>Remuneration: Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities: Specific tasks of the DM-SD will, inter alia, include the following:</p> <ol style="list-style-type: none"> 1. To develop annual action plan, monthly action plan in coordination and consultation with the other domain persons and Community Based Institutions formed under NRLM 2. To make regular on hand holding support to CBOs and BMMU officials as well as communities on SD issues 3. Monitoring and Coordination with the VRPs/BRPs/DRPs/SRPs hired for mass empaneled under Social Development 4. To periodically assess capacity building needs of district and block level staffs and functionaries and organize and facilitate relevant trainings in coordination with the SMMU 	



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

5. To ensure timely allocation of budgets to the blocks and maintain database of physical and financial progress made against the targets set for blocks under the Social Development.
6. To maintain all financial records and documents under the project and provide necessary assistance to the Audit as and when required and periodically submits at SMMU.
7. To prepare and submit the programmatic and financial progress reports in the prescribed format to the SMMU every month and whenever required.
8. To coordinate with the related line departments at the district level for facilitating convergent / multi-sect oral activities under the project;
9. To facilitate engagement with the civil society organizations for their planning and support for project implementation



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Accounts Officer (DAY - NRLM)	No. Of Positions
Level – L6	1 (BC I – 1)
Sl. No.	Eligibility Criteria
23	<p>Education Qualification:</p> <p>2 years' Post Graduate Degree (full time or correspondence) in Commerce or other higher degree/diploma in relevant subject from a government recognised university/academic institution.</p> <p>Or</p> <p>CA (inter)/ICWAI (inter)/CS (first Part) from concerned recognised institution in India.</p> <hr/> <p>Experience Required:</p> <p>Minimum 2 year of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation.</p> <p align="center">Or</p> <p>Currently working District Accountant working with JSLPS and having minimum 1 year of relevant experience.</p> <hr/> <p>Skills Required:</p> <p>Person should have good communication skills and good knowledge of working in MS office Environment.</p> <hr/> <p>Remuneration:</p> <p>Rs. 20,000 to Rs. 30,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim and monthly communication allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <p>The person should be working under the guidance of District Finance Manager and District Programme Manager and responsible for the followings.</p> <ol style="list-style-type: none"> 1. Ensuring smooth functioning of all accounting & Audit systems at District Unit and concerning Block units. 2. Managing and monitoring of accounting system. 3. Periodic financial reporting to the State unit and coordinating with internal auditors. 4. Providing guidance and training to Block and district level accountants in proper book keeping & accounting. 5. Following due diligence of financial management system and building a transparent accounting systems at district and block level. 6. Ensuring regular keeping of accounts and books of records. 7. Assisting DM-Finance and DPM in complying with statutory requirement, timely payment and required financial reporting. 	



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Job Description	
District Accountant (DAY - NRLM)	No. Of Positions
Level - L7	3 (UR – 1, BC I – 1, BC II – 1)
Sl. No.	Eligibility Criteria
24	<p>Education Qualification:</p> <p>3 years' Graduate Degree (full time or correspondence) in Commerce or other higher degree/diploma in relevant subject - from a government recognised university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Person should have at least 2 years of post qualification relevant work experience.</p> <p align="center">Or</p> <p>Currently working as Block Level Office cum Accounts Assistant with JSLPS and having minimum 1 year of relevant work experience.</p> <hr/> <p>Skills Required:</p> <p>Person must be having very good skills on working on MS office environment and good writing and communication skills.</p> <hr/> <p>Remuneration:</p> <p>Rs. 10,000 to Rs. 20,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim and monthly communication allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <p>The person should be working under the guidance of District Finance Manager and District Programme Manager and responsible for the followings.</p> <ol style="list-style-type: none"> 1. Looking after all accounts related work, 2. Checking of bills/vouchers, 3. Smooth disbursal payments against bills/vouchers, 4. Preparing periodic financial reports and smooth operationalization of accounts related processes within office. 	



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Manager – Skills & Jobs (DDU - GKY)	No. of Positions
Level - L5	2 (UR – 1, BC I – 1)
Sl. No.	Eligibility Criteria
25	<p>Education Qualification:</p> <p>2 years’ Full time Post Graduate Degree or 2 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognized university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years’ full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognized university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional or BPM/BPO/PE and having experience of at least 2 continuous years in any discipline.</p> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having 3 years Graduation degree through correspondence – Minimum post qualification experience will be required as 3 years .</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

The person should be working as Thematic Lead at district level under the guidance of DPM and responsible for the followings.

- Social Mobilization of youth
- Updating youth database and MIS: and Conducting skill preference and gap studies
- Ensuring Supportive Supervision of Project Implementing Agencies, maintaining linkages with other Government Department/Institutions, holding Job Fairs, placement tracking, verification of beneficiaries etc.
- Providing handhold support to the block team.
- The person will be responsible for planning of all Skills and Jobs activities in the district.
- Any other responsibility assigned by the supervisor.



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Regional Project Officer – FISC – Agriculture Value Chain (JOHAR)	No. Of Positions
Level - L5	Number refer to first page of advertisement
Sl. No.	Eligibility Criteria
26	<p>Education Qualification:</p> <p>2 years’ Full Time Post Graduate Degree or 3 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years’ full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional or BPM/BPO/PE and having experience of at least 2 continuous years in any discipline.</p> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having 3 years Graduation degree through Correspondence with first division marks – Minimum post qualification experience will be required as 4 years .</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 40,000 to Rs. 50,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

- Work in conjunction with the Project Coordinator – Value Chain
- Develop annual action plan of the RO around business promotion at the FPO level
- To inculcate elements of business orientation among PGs, FPOs, entrepreneurs by way of intensive orientation
- To develop a clear strategy towards formation of vibrant clusters
- To counsel and guide prospective agri-entrepreneurs on their business idea and support them by developing a bankable business plan
- To ensure that formation of Producer Groups in the clusters is based on agri business principles
- To create awareness and encourage local entrepreneurs to start agri enterprises and facilitate provision of appropriate support from FISC Regional Office in preparing bankable business plans
- To provide guidance to SAKMs and provide support in developing agri business orientation among the PGs, FPOs in their designated clusters
- Any other duties assigned by the project authority.



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Regional Project Officer – FISC – Agriculture Insurance (JOHAR)	No. Of Positions
Level - L5	Number refer to first page of advertisement
Sl. No.	Eligibility Criteria
27	<p>Education Qualification:</p> <p>2 years' Full Time Post Graduate Degree or 3 years' Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years' full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional or BPM/BPO/PE and having experience of at least 2 continuous years in any discipline.</p> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having 3 years Graduation degree through Correspondence with first division marks – Minimum post qualification experience will be required as 4 years .</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 40,000 to Rs. 50,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

- Ensure delivery of production insurance and other relevant types of rural insurance products to the targeted beneficiaries under JOHAR.
- Conduct field exposure with local representative of partner insurance providers for improving the fit of existing offerings with requirements of targeted beneficiaries.
- Follow up with partner insurance providers and relevant agencies to ensure enrolment of eligible beneficiaries under insurance and social security offerings of interest.
- Maintain database of all project beneficiaries enrolled under insurance and social security schemes for incidence and reporting of claim events.
- Follow up with partner insurance providers and relevant agencies for servicing of claims reported by enrolled project beneficiaries.
- Participate in internal and external events for capacity development related to insurance and social security product and service enhancement.
- Document best practices & innovations with regard to delivery of insurance and social security offerings to producers and their enterprises in Agriculture & Allied Sectors.
- Any other duties assigned by the project authorities.

**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Regional Project Officer – FISC – Agriculture Credit (JOHAR)	No. Of Positions
Level - L5	Number refer to first page of advertisement
Sl. No.	Eligibility Criteria
28	<p>Education Qualification:</p> <p>2 years’ Full Time Post Graduate Degree or 3 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years’ full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional or BPM/BPO/PE and having experience of at least 2 continuous years in any discipline.</p> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having 3 years Graduation degree through Correspondence with first division marks – Minimum post qualification experience will be required as 4 years .</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 40,000 to Rs. 50,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

- Assess demand of production credit of individual producers and their enterprises in agricultural and allied sectors
- Develop credit plans for meeting the individual producers and their enterprises under the three pathways identified for channelizing credit from FFIs.
- Maintain database of all the individual producers and producer institutions availing credit from formal financial institutions.
- Help PG and FPOs to open their bank accounts, assess and complete documentation for sourcing of credit or grants from financial institutions.
- Monitor the usage and repayment of credit availed by PGs and FPOs
- Manage portfolio of credit availed by PGs and FPOs in the cluster.
- Attend meetings, organize workshops and exposure visit in the cluster to sensitize financial institutions around the need of formal credit to producers, PGs and FPOs.
- Any other duties assigned by the project authorities



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Regional Project Officer – FISC – Agriculture Marketing (JOHAR)	No. Of Positions
Level - L5	Number refer to first page of advertisement
Sl. No.	Eligibility Criteria
29	<p>Education Qualification:</p> <p>2 years’ Full Time Post Graduate Degree or 3 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years’ full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional or BPM/BPO/PE and having experience of at least 2 continuous years in any discipline.</p> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having 3 years Graduation degree through Correspondence with first division marks – Minimum post qualification experience will be required as 4 years .</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 40,000 to Rs. 50,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

- Work under the guidance of Programme Coordinator to ensure implementation of all components
- Develop annual action plan of the RO around promotion of agri marketing strategies
- Review past and present initiatives in marketing of the various agricultural commodities and products in the State / Districts covered in the Region.
- Help conduct participatory workshops and seminars and guide discussions to obtain feedback on deficiencies in agricultural marketing systems that inhibit efficiency and profitability, including but not limited to marketing information and intelligence, transportation and post harvest infrastructure, packaging, standardization and grading, quality assurance and meeting the requirements of international buyers including the WTO and other trade initiatives.
- To recommend appropriate management techniques for rural market operations, assess the need for detailed commodity-oriented markets.
- Determine the need for market information and intelligence systems at Project and the grassroots levels, to help agribusiness enterprises identify domestic and international market opportunities, how and where these systems should be set up, and the capacity building required for operating the systems.
- Assess the potential for establishment of farmers' organizations for marketing and recommend an institutional framework for accomplishing this.
- Examine the existing market systems for agricultural inputs including seeds, pesticides, fertilizers, and other inputs, and recommend strategies for improving availability.
- To develop mechanism for utilizing market information and intelligence of the markets and create market linkages strategy for the PGs/FPOs
- To organize buyer seller meets for facilitating market linkages
- Work in conjunction with Agri Business Coordinator
- To provide guidance to SAKMs and provide support in developing market linkages for their designated clusters
- To monitor and report progress of interventions on a regular basis.
- Any other duties assigned by the project authorities



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Regional Project Officer – Procurement (JOHAR)	No. Of Positions
Level - L5	3 (UR – 2, ST – 1)
Sl. No.	Eligibility Criteria
30	<p>Education Qualification:</p> <p>2 years’ Full Time Post Graduate Degree or 3 years’ Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/ Diploma in Business Administration (Finance/Marketing) from a Government recognized University/academic institution.</p> <p align="center">Or</p> <p>Candidates having Post Graduate Diploma in Public Procurement (PDPP) from World Bank recognized Institutions.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation out of which at least 2 years of work experience is a must in any World Bank/ADB aided projects. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having 3 years Graduation degree through Correspondence with first division marks – Minimum post qualification experience will be required as 4 years .</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 40,000 to Rs. 50,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

- Provide procurement support during implementation as per the project agreement.
- Provide support in the empanelment of agencies, development of standard bid documents for procurement, etc. for effective implementation of the project.
- Assist in the procurement related capacity building activities including during procurement assessment and the procurement system development process including preparation of various manuals, bid and other documents, etc.
- Work on procurement matters across sectors in the performance of the project's fiduciary and service functions, seeking guidance on complex projects/issues from SMMU, DMMU, BMMU and Community Procurement.
- Review and handle the technical, commercial and legal aspects of procurement as per the World Bank Procurement Guidelines. Provide operational advice on concepts, policies and procedures for procurement.
- Participate in supervisory functions at all levels; assess procurement implications of project design, evaluate institutional capacity of implementing entities and develop suitable procurement plans; conduct prior and post reviews of contracts.
- Negotiate and resolve difficult procurement issues with agencies and handle questions/ complaints from senior officials, project team and contractors on bidding and award issues.
- Design and conduct workshops to educate different entities in implementing agencies and community at district and sub district levels on approach to procurement, as well as on specialized procurement topics.
- Prepare a range of procurement-related documents and reports; and provide guidance and training to project staff/community members.
- Monitor the procurement related activities and report.
- Support in any other relevant tasks as assigned.



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Project Officer - HVA (JOHAR)	No. Of Positions
Level - L5	3 (UR – 1, ST – 1, BC I - 1)
Sl. No.	Eligibility Criteria
31	<p>Education Qualification:</p> <p>2 years' Full Time Post Graduate Degree or 3 years' Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years' full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional or BPM/BPO/PE and having experience of at least 2 continuous years in any discipline.</p> <p>Specific Condition:</p> <p>For candidates having post graduation degree through correspondence or person having 3 years Graduation degree through Correspondence with first division marks – Minimum post qualification experience will be required as 4 years .</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 30,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

Work in close coordination with the DPM/DPC and Project Coordinator - HVA and manage the HVA sub-component activities at district Level:

- S/he will be responsible for backward and forward linkage for community producer groups, institutions/federation.
- Develop annual action plan of the RO around business promotion at the FPO level
- To inculcate elements of business orientation among PGs, FPOs, entrepreneurs by way of intensive orientation
- To develop a clear strategy towards formation of vibrant clusters.
- To counsel and guide prospective agripreneurs on their business idea and support them by developing a bankable business plan
- To ensure that formation of Producer Groups in the clusters is based on agri business principles
- To create awareness and encourage local entrepreneurs to start agri enterprises and facilitate provision of appropriate support from FISC Regional Office in preparing bankable business plans
- To provide guidance to SAKMs and provide support in developing agri business orientation among the PGs, FPOs in their designated clusters
- Coordinate the development of the detailed district HVA sub-component annual work plan in close collaboration with JOHAR thematic Block coordinators
- Manage project budgeting planning at district levels
- Prepare district input for project six monthly reporting
- Manage district project monitoring and aggregation of necessary data form Thematic Block Coordinators and other staff for reporting
- Provide supervisory advice on the HVA activities to JOHAR thematic Block Coordinators
- Coordinate and Supervise District need for convergence
- Provide District level supervision on various HVA programme components, including targeting and identification of project target groups
- Monitor technical quality of District project training
- Plan and manage the identification of SHGs for organization into JOHAR HVA interventions.
- Coordinate and supervise training and strengthening of field staff in target blocks for HVA activities
- Any other duties assigned by the project authorities



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Project Officer - Livestock (JOHAR)	No. Of Positions
Level - L5	6 (UR – 4, ST – 1, BC I – 1)
Sl. No.	Eligibility Criteria
32	<p>Education Qualification: 2 years' Full Time Post Graduate Degree or 3 years' Full time Graduate Degree in any discipline with <u>first division marks</u> from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Social & Development Studies/ Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years' Post Graduate Degree/ Diploma in Business Administration (Marketing /Finance/ Economics/ Agri Business) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years' full time graduate Diploma/ Degree in - Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognised university/academic institution.</p> <hr/> <p>Experience Required: Minimum 3 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional or BPM/BPO/PE and having experience of at least 2 continuous years in any discipline.</p> <hr/> <p>Specific Condition: For candidates having post graduation degree through correspondence or person having 3 years Graduation degree through Correspondence with first division marks – Minimum post qualification experience will be required as 4 years .</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration: Rs. 30,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

Duties & Responsibilities:

Work in close coordination with the DPC/DPM and Project Manager Livestock and manage the Livestock sub-component activities at district Level:

- S/he will be also responsible for backward and forward linkages to the community institutions and federations related to Dairy and livestock promotion. S/he will support and facilitate to DPM in planning all dairy based livelihoods activities in the district.
- Coordinate the development of the detailed district Livestock sub-component annual work plan in close collaboration with JOHAR thematic Block coordinators
- Manage project budgeting planning at district levels. Prepare district input for project six monthly reporting
- Manage district project monitoring and aggregation of necessary data form Thematic Block Coordinators and other staff for reporting
- Provide supervisory advice on the Livetsock activities to JOHAR thematic Block Coordinators. Coordinate and Supervise District need for convergence
- S/he will be also working as resource support available to Block units for executing partnership based activities or any other dairy and livestock based livelihoods activities.
- S/he will also have to undertake extensive field visit to ensure the quality project/program interventions.
- Provide District level supervision on various Livestock programme components, including targeting and identification of project target groups. Monitor technical quality of District project training
- Plan and manage the identification of SHGs for organization into JOHAR Livestock interventions.
- Coordinate and supervise training and strengthening of field staff in target blocks for Livestock activities
- Any other duties assigned by the project authorities



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Project Officer – MIS (JOHAR) (M&E and MIS)	No. Of Positions
Level – L6	2 (UR – 2)
Sl. No.	Eligibility Criteria
33	<p>Education Qualification:</p> <p>Full Time 2 years' Post Graduate Degree/Diploma in Computer Application or similar from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>4 years' full time graduate diploma/degree in Computer application/Computer Engineering or similar from a government recognized university/academic institution.</p> <p>Experience Required:</p> <p>Person should have minimum 2 years of post qualification relevant work experience. S/he should possess good communication and writing skills along with excellent command on database management.</p> <p>Remuneration: Rs.20, 000 to Rs. 30,000 per month as per qualification and experience). Apart from salary, benefits such as mediclaim and monthly communication allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management.
<p>Duties & Responsibilities:</p> <p>The person will be responsible for Overseeing all planned activities related to M&E and MIS and ensure its quality execution across the district.</p> <ul style="list-style-type: none"> • Take leadership role in design , strategy and roll out of annual work plans, perspective plans under the Monitoring and Evaluation and MIS component for the district. • Facilitate development of M&E and MIS tools and reporting systems in consultations with other experts in DMMU. • Facilitate rollout and management of Web based MIS/Monitoring system with close coordination with external agency • Offer handholding support to block on BMMU on M&E and MIS component end ensuring timely flow of data in order to generate required Progress reports. • Monitor the performance of the Block level Manager –MIS, M&E • Mentoring and guidance to District Unit functional in the district in effective usage of MIS services following M&E protocols. • Responsible for tracking & maintaining project related data in MIS system database, supporting data compilation & report generation, conducting data analysis, collecting relevant data/information, compiling report and generation the same for analysis • S/he will be responsible for preparation of monthly, quarterly and annual report. • Regular updating of MIS etc. • Report regularly to SMMU in form of generating periodic reports • Documentation of learning and dissemination of feedback at block/ field level. • Any other task assigned by the project authority. 	



**RECRUITMENT OF VACANCIES UNDER DIFFERENT PROGRAMMES/PROJECTS OF JSLPS
(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Accountant (JOHAR)	No. Of Positions
Level – L7	7(UR – 6, BC II – 1)
Sl. No.	Eligibility Criteria
34	<p>Education Qualification:</p> <p>3 years' Graduate Degree (full time or correspondence) in Commerce or other higher degree/diploma in relevant subject - from a government recognised university/academic institution.</p> <p>Experience Required:</p> <p>Person should have at least 2 years of post qualification relevant work experience.</p> <p style="text-align: center;">Or</p> <p>Currently working as Block Level Office cum Accounts Assistant with JSLPS and having minimum 1 year of relevant work experience.</p> <p>Skills Required:</p> <p>Person must be having very good skills on working on MS office environment and good writing and communication skills.</p> <p>Remuneration:</p> <p>Rs. 10,000 to Rs. 20,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim and monthly communication allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <ul style="list-style-type: none">• Accurate and timely settlement of Staff travel, communication allowances, petty cash & consultant etc. with due considerations to deductions (advances, loans, taxes)..• Timely processing of all types of vendor payments.• Co-ordinate with the vendors/parties for any queries on the invoice/bill• Preparation of TDS Statements, Vat statement and filing it on regular basis• Consolidation of PF Statements and online filing of ECR.• Timely deposit of TDS, PT and PF.• All types of vouchers entry in Tally ERP9 and coordinate with all DMMU units for IUFR.• Any other duties assigned by the Finance Head.	

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(BOTH NEW AND BACKLOG FTE VACANCIES)**

Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Project Coordinator (JICA)	No. Of Positions
Level – L4	2 (UR – 1, BC I – 1)
Sl. No.	Eligibility Criteria
35	<p>Education Qualification: Full Time 2 years’ Post Graduate Degree in any discipline with <u>first division marks</u> from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/Diploma in Social & Development Studies/Rural Development/Management or subject relevant to the position from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full Time 2 years’ Post Graduate Degree/Diploma in Business Administration (Marketing/Finance/Economics/Agri Business) from a government recognised university/academic institution.</p> <p align="center">Or</p> <p>Full time 1 year Rural Management/Development Diploma from NIRD.</p> <p align="center">Or</p> <p>4 years’ full time graduate diploma/degree in Agriculture / Agriculture and Allied Management (Horticulture, Livestock, Fishery, and Forestry) /Agri-business/Agricultural Engineering or subject relevant to the position from a government recognized university/academic institution.</p> <p>Experience Required: Minimum 5 years of post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in large scale project/programme for poverty eradication/livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organization. Experience should include being engaged in programme management or implementation role. Good experience of nurturing and working with poor’s institutions; working with Government system would be given preference.</p> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <p>Remuneration: Rs. 50,000 to Rs. 60,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
Duties & Responsibilities:	
<ol style="list-style-type: none"> 1. Prepare the Annual Action Plans incorporating in consultation with all the Project Staff at the DPMU 2. Facilitate organisation of process and technical training programmes for the Project Staff and community cadre on the methods and processes involved in MDI system in the district 3. Monitor the progress of MDI installation and crops cycle with the help of District M&E & MIS Manager 4. Review, Monitor and provide necessary guidance for improvements and take necessary action for off season crop cultivation 5. Negotiate with the State PMU and other Departments/ Agencies for sourcing of funds 6. Work in close co-ordination with BMMU to implement livelihood planned activities in the block. 7. Facilitate in constitution of livelihood Sub-committee, Producer groups/PC 8. Support MDI planning, MDI micro credit support and establishment of MDI unit 9. Support in installation of unit, time bound planning of intervention/package of practices of crop and book keeping with SHG /PG members 10. Support CRP in actual layout of the MDI unit, nursery establishment, selection of varieties for off season vegetable cultivation. Working out modalities for use of fund. Coordination with SHG/CRP/FO for arranging horticulture plants 11. Support DPMU in processing of suppliers payment towards installation of MDI unit. 12. Prepare vegetable seasonality plan of different crops done under drip and time of nursery development, planting to understand the best benefit model under drip. 13. Provide support in marketing of produces of SHG/PG members 14. Work in close coordination of ATMA and line department. 15. Report regularly to SPMU in form of generating MPR’s, QPR’s and other relevant reports. 16. Any other work assigned by SPMU 	



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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District M&E and MIS Coordinator (JICA)	No. Of Positions
Level – L6	1 (UR – 1)
Sl. No.	Eligibility Criteria
36	<p>Education Qualification:</p> <p>Full Time 2 years' Post Graduate Degree/Diploma in Computer Application or similar from a government recognised university/academic institution.</p> <p style="text-align: center;">Or</p> <p>4 years' full time graduate diploma/degree in Computer application/Computer Engineering or similar from a government recognised university/academic institution.</p> <p>Experience Required:</p> <p>Person should have minimum 2 years of post qualification relevant work experience. S/he should possess good communication and writing skills along with excellent command on database management.</p> <p>Remuneration: Rs.20,000 to Rs. 30,000 per month as per qualification and experience). Apart from salary, benefits such as mediclaim and monthly communication allowance will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <p>The person should be working as Thematic Lead at district level under the guidance of District Coordinator and responsible for the followings.</p> <ol style="list-style-type: none">1. Overseeing all planned activities related to M&E and MIS and ensure its quality execution across the district.2. Mentoring and guidance to Block Unit functional in the district in effective usage of MIS services following M&E protocols.3. Ensuring timely conduct of thematic training and other relevant capacity building intervention for other staffs at district level and all those working in with block unit.4. Prepare all monitoring reports.5. Regular updating of MIS etc.6. Documentation of learning and dissemination of feedback at block/ field level.7. Maintaining database and update of relevant programme information in MIS on regular basis.	



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Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
District Accountant (JICA)	No. Of Positions
Level – L7	1 (BC I – 1)
Sl. No.	Eligibility Criteria
37	<p>Education Qualification:</p> <p>3 years' Graduate Degree (full time or correspondence) in Commerce or other higher degree/diploma in relevant subject - from a government recognised university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Person should have at least 2 years of post qualification relevant work experience.</p> <p align="center">Or</p> <p>Currently working as Block Level Office cum Accounts Assistant with JSLPS and having minimum 1 year of relevant work experience.</p> <hr/> <p>Skills Required:</p> <p>Person must be having very good skills on working on MS office environment and good writing and communication skills.</p> <hr/> <p>Remuneration:</p> <p>Rs. 10,000 to Rs. 20,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim and monthly communication allowance will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <ol style="list-style-type: none"> 1. Ensuring smooth functioning of all accounting process in State Unit as per due diligence policy of JSLPS. 2. Support District and Block unit in following the financial management procedures and process. 3. Preparation of TDS Statements, Vat statement and filing it on regular basis 4. Ensuring timely release of payment to units and settlement of expenses\advances 5. Consolidation of PF Statements and online filing of ECR. 6. Timely deposit of TDS, PT and PF. 7. All types of vouchers entry in Tally ERP9 (Accounting software) and coordinate with all DMMU units. 8. Prepare monthly, quarterly and annual financial reports for the project; 9. Liaise with auditors for completion of audit, file annual returns, ensure holding of meetings, minutes & statutory formalities; 10. Any other tasks as assigned by the COO/State Head, JSLPS 11. Timely statutory compliances. 12. Any other task as assigned by the competent authority 	



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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Block Programme Manager (DAY – NRLM / MKSP)	No. Of Positions
Level – L5	37 (UR – 25, BC I – 5, BC II – 7)
Sl. No	Eligibility Criteria
38	<p>Education Qualification:</p> <p>3 years’ Full time Graduate Degree in any discipline or other hire degree/diploma in relevant subject - from a government recognized university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of overall post qualification (starting after successful completion of minimum required education qualification) RELEVANT work experience (in subject related to the position) of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor’s institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working with JSLPS as Young Professional and having experience of at least 2 continuous years in any discipline.</p> <p align="center">Or</p> <p>Person having ongoing Work Experience of working as Community Coordinator/Field Thematic Coordinator or equivalent position (like Block Anchor Person, Block Resource Persons, Senior Community Cadre etc.) within JSLPS for at least 2 year in any discipline.</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand’s development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p> <hr/> <p>Duties & Responsibilities:</p> <p>The person will be working as head of the block level operation with following responsibilities.</p> <ol style="list-style-type: none"> 1. Planning and executing all project activities at block level. 2. A key role would be to liaise with Govt. line departments, banking institutions, civil society organizations and other external agency for project purposes. 3. You would also nurture block level community institutions, federations, community cadre and resource persons. 4. You would be the overall incharge of finance and administrative functions of the block unit.



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Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Block Project Officer (JOHAR)	No. Of Positions
Level – L5	33 (UR – 16, ST – 8, SC – 3, BC I – 2, BC II – 4)
Sl. No.	Eligibility Criteria
39	<p>Education Qualification:</p> <p>3 years' Full time Graduate Degree in any discipline or other hire degree/diploma in relevant subject - from a government recognised university/academic institution.</p> <hr/> <p>Experience Required:</p> <p>Minimum 3 years of overall post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working as Young Professional and having experience of working with JSLPS for at least 2 year in any discipline.</p> <p align="center">Or</p> <p>Persons having ongoing Work Experience of working as Community Coordinator/Field Thematic Coordinator or equivalent position (like Block Anchor Person, Block Resource Persons, Senior Community Cadre etc.) within JSLPS for at least 2 year in any discipline.</p> <hr/> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <hr/> <p>Remuneration:</p> <p>Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <ul style="list-style-type: none"> • S/he will be responsible for leading the Block level team of the project, managing staff working directly at BPIU. • S/he will be responsible for successfully planning and executing of all intervention of JOHAR at block level • Plan and implement all project activities at block level along with the team. • S/he will be responsible for liaisoning with Govt. line departments, banking institutions, civil society organizations; JSLPS program me and other external agency for project purposes. • Work closely with, FPOs, Cluster Level Federations, VOs and SHGs to implement program interventions. • Build capacity of field staff, community resource persons. • S/he will also have to undertake extensive field visit to ensure quality project/program interventions. • Overall in-charge of finance and administrative functions of the block unit. • Any other activities assigned by the Project Authority. 	



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Eligibility Criteria, Job Descriptions and Other Details of Advertised Positions

Adv Ref: PR 189239/JSLPS (18-19)D dated 27 July 2018 in Newspaper

JOB DESCRIPTION	
Block Technical Support Officer (JICA)	No. Of Positions
Level – L5	5 (UR – 4, BCI – 1)
Sl. No.	Eligibility Criteria
40	<p>Education Qualification: 3 years' Full time Graduate Degree in any discipline or other hire degree/diploma in relevant subject - from a government recognized university/academic institution.</p> <p>Experience Required: Minimum 3 years of overall post qualification (starting after successful completion of minimum required education qualification) <u>RELEVANT work experience (in subject related to the position)</u> of working in project/programme for poverty eradication /livelihoods/social or rural development implemented by Government/reputed NGOs/Corporate Entities or relevant organisation. Experience should include being engaged in programme implementation role. Experience of working with poor's institutions and government systems would be given preference.</p> <p align="center">Or</p> <p>Currently working as Young Professional and having experience of working with JSLPS for at least 2 year in any discipline.</p> <p align="center">Or</p> <p>Persons having ongoing Work Experience of working as Community Coordinator/Field Thematic Coordinator or equivalent position (like Block Anchor Person, Block Resource Persons, Senior Community Cadre etc.) within JSLPS for at least 2 year in any discipline.</p> <p>Skills Required:</p> <ul style="list-style-type: none"> • Computer Skills – Excellent working knowledge in MS Office environment. • Language Skills – Very Good writing and oral skills in both English and Hindi. • Other Skills and Knowledge – Knowing Government system & its functioning and good understanding of Jharkhand's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the JSLPS management. <p>Remuneration: Rs. 25,000 to Rs. 40,000 per month as per qualification and experience. Apart from salary, benefits such as mediclaim, monthly communication & laptop allowances will be provided. A performance linked incentive (up to a maximum of 10% of basic salary) will be payable annually.</p>
<p>Duties & Responsibilities:</p> <ul style="list-style-type: none"> • Work in close co-ordination with BMMU to implement livelihood planned activities in the block. • Identify the vulnerable stakeholders in the block with reference to Women, PoP, SC/STs and other under privileged sections with support of FO • Facilitate in constitution of livelihood Sub-committee • Facilitate MDI planning, MDI micro credit meetings and establishment of MDI unit. • Support in installation of unit, time bound planning of intervention/package of practices of crop with SHG members • Ensure proper fertigation and timely delivery of support to farmers in terms of improved production and ensure PoP • Ensure Capacity building of AKM/CRP and providing them with the support of technical input to develop CRP a master trainer. • Providing technical training to AKM/CRP on drip based vegetable cultivation to all the AKM in the block. • Support CRP in actual layout of the MDI unit, nursery establishment, selection of varieties for off season vegetable cultivation. Working out modalities for use of fund. • Coordination with SHG/CRP/FO for arranging horticulture plants • Support CRP in vermin compost establishment arranging the earthworms and selection of specific site. • Support DPMU in processing of suppliers payment towards installation of MDI unit. • Verification of actual size of MDI as given by Suppliers • Ensure proper book keeping of technical input with support of AKM/CRP • Prepare vegetable seasonality plan of different crops done under drip and time of nursery development, planting to 	



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understand the best benefit model under drip.

- Provide support in marketing of products of SHG members
- Work in close coordination of BTM (Block Technical Manager) to get the benefit of government schemes/ training support/equipment support etc.
- Ensure clean data entered into the MIS at BPMU level in a timely manner
- Data collection from FO/CRP on regular basis .
- Report regularly to DPMU in form of generating MPR's, QPR's and other relevant reports.
- Any other task as assigned by the competent authority at BPMU.