

New Vacancies

New openings in JSLPS for various positions under DAY-NRLM, MKSP and it Special Projects

SSUPSW: Notice for empanelment of Manpower for BISPS project

Notices/Updates

JSLPS : Written test Notice & List of candidates shortlisted under vacancies for various Positions under JOHAR Project

(The selection camp scheduled for 8th Oct 2017 has been postponed)

JSLPS



Jharkhand State Livelihoods Promotion Society (JSLPS)



(Under the aegis of Rural Development Department, Govt. of Jharkhand)

Join us to usher prosperity in Jharkhand under JOHAR Project

Detailed Eligibility criteria for Project: Mahila Kisan Shasaktikarn Pariyojana (MKSP), MKSP Special Projects and DAY-NRLM

About JSLPS: Government of Jharkhand, through JSLPS (an autonomous Society created by Government of Jharkhand), has established an institutional architecture for fight against poverty, by enabling and empowering the poor to access better livelihoods and improve their standards of living. JSLPS aims to improve rural livelihood options and work towards social and economic empowerment of rural poor and women. At present, JSLPS is implementing various programmes in about 140 blocks spread over 24 districts of Jharkhand and has plan to expand upto 200 blocks by the end of this FY 2017-18. JSLPS is the nodal agency for implementing National Rural Livelihoods Mission (NRLM). As part of the Mission, JSLPS is also implementing, Mahila Kisan Sasaktikaran Pariyojna (MKSP) along with special livelihoods projects in selected blocks on Lac, Tamarind, Medicinal Plant and Tasar. JSLPS has established its credential as one of leading development agencies of the state Government with professional competency and well-designed institutional and HR systems.

About NRLM: In a break from tradition, the Government of India has created a new program that will change how national ministries, state governments, the private sector, banks, and the poor approach this seemingly intractable problem. The new National Rural Livelihoods Mission will reach down to the household level to support the formation of institutions of the poor and the aggregation of those institutions beyond the community level. The institutions and their aggregate federations will form an institutional platform—from the self-help group to the district—with the scope and scale to leverage resources from the public and private sector and to interact favourably with markets. These platforms create an ecosystem for innovation where the poor work together and with external agents to identify problems and design solutions. They create the collective space for the poor—who have been reduced to living hand-to-mouth—to save, build assets, adopt new livelihoods, and see new opportunities for themselves and their families. The platforms also provide the organization of consumers and producers that help the private sector see the poor for what they are—one of the largest, most vibrant untapped markets for commerce.

Mahila Kisan Sashaktikaran Pariyojana (MKSP) is a sub-component of National Rural Livelihood Mission. This project is supported by Ministry of Rural Development (MoRD) as an approach towards poverty alleviation through strengthening Women Farmers. This project recognizes the role of women in agriculture and hence make efforts to enhance their capacities for increasing their income through agriculture and allied activities. MKSP aims to ensure food and nutrition security of poorest of the poor. Apart from this, JSLPS is also implementing, special livelihoods projects in selected blocks on Lac, Tamarind, Medicinal Plant and Tasar.

To support MKSP and DAY-NRLM, JSLPS is looking for professionals to work under Fixed Term Employment (FTE) and Full Time Consultant arrangement. For the purpose, applications from eligible individuals are invited as per descriptions given below.

A. Job Descriptions and Eligibility Criteria for FTE Position for Core MKSP, Special Projects and DAY-NRLM

Position : Programme Executive (Medicinal Plant Project)	Eligibility Criteria and Remuneration
Job Description	Number of Post 1 (1 UR)
The person will be assisting domain lead/deputy lead (SPM/PM) in executing assigned responsibilities. S/he will be responsible for coordinate with different stakeholders for various project activities at district and block levels, helping MKSP unit to conduct capacity building programmes, extending support in preparation of project documents, progress reports, meeting minute, budgets etc. Further s/he has to facilitate study, field visit, supporting MKSP team in executing administrative functions; maintaining data base and ensuring coordinating with partners. S/he will be also responsible for overseeing effective organizations of various events conducted by MKSP, field visits and conducting reviews and monitoring. Being based at the state headquarters, s/he will be responsible for coordination with other units of JSLPS.	<p>Qualification: The person should have 2 years' full time regular Post Graduate degree or diploma in Rural Development / Rural Management / Business Administration / Management/ Agriculture and allied (10+2+4) /Social Work/ from a recognized University/ institute</p> <p>Experience: S/he should have minimum 2 years of relevant post qualification work experience of working with reputed poverty reduction programme/ rural development programme/ livelihoods programme with proven grassroots and managerial exposure of programme.</p> <p>Candidates having required educational degree or diploma through correspondence stream may also apply. However, required relevant experience for them would be 4 years with specification as given above.</p> <p>Candidates should be well versed with MS office. Good writing and communication skills in Hindi and English is mandatory.</p> <p>Remuneration: Ranging from Rs.25, 000 – Rs. 35, 000 (all-inclusive and purely based on quality of experience and education).</p> <p>Reporting : State Program Manager- MKSP</p>
Position : Accountant (State)	Eligibility Criteria and Remuneration
Job Description	Total Post 2 (1 UR and 1 ST)
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	<p>Qualification: The person should be holding 3 years' full time regular Bachelor Degree in Commerce (B.Com), from a recognized University/institute.</p>

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

Experience:

3 years relevant post qualification experience in working with accounts & finance operations with reputed financial firms or non-government organizations.

Candidates having required educational degree or diploma through correspondence stream may also apply. However, required relevant experience for them would be 5 years with specification as given above.

Candidates should be well versed with MS office. Good writing and communication skills in Hindi and English is mandatory.

Remuneration:

Rs.20, 000 - Rs. 30, 000. (All-inclusive and purely based on quality of experience and education).

Position : Administrative Assistant Cum Computer Operator (AACO)**Eligibility Criteria and Remuneration****Job Description****Total Post 1 (1 ST)**

1. Documentation and MIS entry.
2. Work as Computer Operator / Data Entry, Computer Maintenance and Documentation controller.
3. Certification of incoming and outgoing materials.
3. Co-ordinating all outdoor jobs on day to day basis.
4. Maintenance of files (soft and hard copies)
5. To arrange and co-ordinate internal office meetings.
6. Handle Front Desk of the MKSP unit.
7. Manage stationary supplies and other office items.
8. Any other task as assigned, as per the requirement.

Qualification:

Graduation in any discipline with at least 6 months Computer Diploma from Govt. affiliated Institute with Typing speed 35 words in English & 25 words in Hindi per minute.

Experience:

3 year relevant post qualification working experience of working with Govt. unit/NGO/reputed organisation.

Candidates having required educational degree or diploma through correspondence stream may also apply. However, required relevant experience for them would be 5 years with specification as given above.

Candidates should be well versed in MS office. Good writing and communication skills in Hindi and English is required.

Remuneration:

Starting with Rs. 15000 per month (All-inclusive and purely based

on quality of experience and education).

Reporting : State Program Manager- MKSP

Position : Data Administrator	Eligibility Criteria and Remuneration
Job Description	Total Post 1 (1 ST)
<p>The person will be responsible for data management, developing system within JSLPS for effective using various programme and other related data, establishing data repository system, ensuring regular data flow to M&E and MIS units, trouble shooting of data related problems and feedback to SMMU, DMMU and BMMU, managing field based data exclusively for web based MIS and preparing periodic reports.</p>	<p>Qualification: The person should be having 2 years' full time regular master degree or 2 years' full time Diploma in Computer Application or B.Tech/B.E in computer science, from a recognized University/institute.</p> <p>Experience: S/he should have minimum 3 years of relevant post qualification work experience of working in Data Management, MIS and Monitoring with large scale Government /development project or reputed private company.</p> <p>Candidates having required educational degree or diploma through correspondence stream may also apply. However, required relevant experience for them would be 5 years with specification as given above.</p> <p>Good writing and communication skills in Hindi and English is mandatory.</p> <p>Remuneration: Ranging from Rs.25, 000 – Rs.40, 000 (all-inclusive and purely based on quality of experience and education).</p> <p>Reporting : State Program Manager -MKSP</p>

Position : District Project Coordinator	Eligibility Criteria and Remuneration
Job Description	Number of Post – 2 (UR-1 ST- 1)
<p>1. To provide support to district and blocks teams for executing Special project based livelihoods intervention and responsible for working on "Value Chain Perspective".</p> <p>2. Assist JSLPS in developing the perspective plan for intended interventions in NTFP management.</p> <p>3. Work with district/block team of JSLPS and assist them to understand the value chain perspective; help them to develop</p>	<p>Qualification: The person should have two years' full time regular PG Degree or Diploma in Rural Development /Rural Management /Social Work/Agriculture and allied (10+2+4) from a recognized University/Institute.</p> <p>Experience:</p>

<p>implementation plans; and provide technical assistance (as required) in implementation of the activities.</p> <p>4. Execution of capacity building as guided by state program coordinator for promoting NTFP based livelihoods practices among the community.</p> <p>5. Providing assistance in study or research required in NTFP domain.</p> <p>6. Responsible for all necessary documentation and developing cases of best practices in NTFP management.</p> <p>7. Liaison with all concerned departments/resource agencies in the district will be another key task for this position.</p> <p>8. Developing and implementing strategy to engage community institutions/cadre in NTFP management.</p> <p>9. Any other task as assigned by the competent authority.</p>	<p>S/he should have minimum 4 years of relevant post qualification work experience of working with community on livelihoods promotion particularly with "Value Chain Approach" in large scale poverty reduction / rural development /livelihoods programme/project run by Government /reputed NGOs /CSR initiatives.</p> <p>Candidates having required educational degree or diploma through correspondence stream may also apply. However, required relevant experience for them would be 6 years with specification as given above.</p> <p>Candidates should be well versed with MS office. Good writing and communication skills in Hindi and English is mandatory.</p> <p>Remuneration:</p> <p>Ranging from Rs.25, 000 – Rs. 40, 000 (all-inclusive and purely based on quality of experience and education).</p> <p>Reporting:</p> <p>District Program Manager</p>
<p>Position : Block Program Manager (For DAY NRLM and MKSP)</p>	<p>Eligibility Criteria and Remuneration</p>
<p>Job Description</p>	<p>Number of Post – 96 (UR -37,ST – 33,SC –15,BCI – 4, BCII-7)</p>
<p>The person will be working as head of the block level operation with following responsibilities.</p> <p>Planning and executing all project activities at block level. A key role would be to liaise with Govt. line departments, banking institutions, civil society organizations and other external agency for project purposes. You would also nurture block level community institutions, federations, and community cadre and resource persons. You would be the overall in-charge of finance and administrative functions of the block unit for managing DAY NRLM programme. In MKSP, you will be programmatic in-charge of the particular project.</p>	<p>Qualification:</p> <p>The person should have 2 years' full time regular Post Graduate degree or diploma in Rural Development / Rural Management / Business Administration / Agriculture and allied (10+2+4) /Social Work from a recognized University/ institute</p> <p>Experience:</p> <p>S/he should have minimum 4 years of relevant post qualification work experience of successfully leading of team of development workers and executing poverty reduction/rural development/livelihoods programme or project preferably having exposure of community institutions, federations, financial inclusion work with projects or programme run by Government /Reputed NGOs/CSR Initiatives.</p> <p>Person having full time regular graduation degree in any discipline and having above mentioned experience of minimum 6 years, may also apply.</p> <p>Candidates having Post Graduation degree or diploma through</p>

correspondence stream may also apply. However, required relevant experience for them would be 6 years with specification as given above.

Candidates should be well versed in MS office. Good writing and communication skills in Hindi and English is mandatory.

Remuneration:

Ranging from Rs.20, 000 – Rs. 40, 000 (all-inclusive and purely based on quality of experience and education).

Reporting :

- District Programme Manager (DAY-NRLM)
- District Project Coordinator/DPM (MKSP)

B. Job Descriptions and Eligibility Criteria for Full Time Consultnt Positions for Special Project (MKSP)

1. Consultant – Project Manager

Number of Post – 1

Job Descriptions

1. Shall be responsible for developing a “Value Chain Perspective” for NTFP based interventions being implemented under MKSP in 4 project district and 12 blocks.
2. Assisting the development of the perspective plan for intended interventions.
3. In coordination with TSO NTFP, the person should work with district/block team and assist them to roll out value chain perspective in intended project intervention.
4. One of the key roles will be to develop the capacity building strategy and implement the same for promoting NTFP based livelihoods practices among the community.
5. Shall be responsible to lead study or research required in NTFP domain.
6. Shall be responsible for regular visits to project districts/blocks and PIAs working in different field locations; interact with community and staff; review progress against planned activities and do handholding as required.

Qualification :

Two years full time regular Master’s Degree /Diploma in Management / Rural Management / Rural Development / Social Work / Agriculture and allied (10+2+4)/ B. Tech from National Institute of repute.

Experience :

Person should have minimum 6 years of relevant post qualification work experience in large scale Government /Development programme /project and experience of leading professional team, implementing large scale rural development at state/district level.

Preference would be given to candidates having experience of working with community institution and value chain development in livelihoods program/project.

Candidates should be well versed with MS office. Excellent writing and communication skill in Hindi and English is mandatory.

Consultancy Fees: Starting from Rs. 50,000 per month (all-inclusive purely based on qualification and quality of experiences).

Reporting :

<p>7. Responsible for all necessary documentation and developing cases of best practices in NTFP management.</p> <p>8. Liaison with all concerned departments/resource agencies.</p> <p>9. Lead innovations in NTFP management (collection, harvesting, regeneration etc.).</p> <p>10. Developing and implementing strategy to engage community institutions/cadre in NTFP management.</p> <p>11. Any other task assigned by Competent authority.</p>	<p>State Programme Manager – MKSP</p> <p>Consultancy Period : 6 months, renewal based on project need and performance</p>
<p>2. Consultant - Project Executive</p> <p>-</p> <p>Job Description</p> <ol style="list-style-type: none"> 1. To coordinate with different stakeholders for capacity building programme at DMMU/BMMU and field level, 2. To ensure need based capacity building programmes organized according to annual calendar under NTFP & Medicinal plant based project 3. To extend support in the preparation of project documents e.g progress reports, meeting minute, budgets, QPR/MPR format etc, 4. Support to BMMU & DMMU to implement policies designed under NTFP based project. 5. To extend support to the SMMU team in performing administrative functions. 6. Facilitate in coordination with different stakeholder for convergence related initiatives, 7. Assist SPM MKSP in day to day operation. 8. Any other Task assigned by competent authority. 	<p>Number of Post 2</p> <p>Qualification: The person should have 2 years' full time regular Post Graduate degree or diploma in Rural Development / Rural Management / Business Administration / Management/Agriculture and allied (10+2+4) /Social Work/ from a recognized University/ institute</p> <p>Experience: S/he should have minimum 2 years of relevant post qualification work experience of working with reputed poverty reduction programme/ rural development programme/ livelihoods programme with proven grassroots and managerial exposure of programme.</p> <p>Candidates having required educational degree or diploma through correspondence stream may also apply. However, required relevant experience for them would be 4 years with specification as given above.</p> <p>Candidates should be well versed in MS office. Good writing and communication skills in Hindi and English is mandatory.</p> <p>Consultancy Fee Starting from Rs. 25, 000 per month (all-inclusive and purely based on quality of experience and education).</p> <p>Reporting : State Program Manager- MKSP</p> <p>Consultancy Period : 6 months, renewal based on project need and performance</p>
<p>3. Consultant - District Project Coordinator</p> <p>-</p>	<p>Number of Post – 4</p> <p>-</p>

<p><u>Job Description</u></p> <ol style="list-style-type: none"> 1. To provide support to district and blocks teams for executing Special project based livelihoods intervention and responsible for working on "Value Chain Perspective". 2. Assist JSLPS in developing the perspective plan for intended interventions in NTFP management. 3. Work with district/block team of JSLPS 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. 4. Execution of capacity building as guided by state program coordinator for promoting NTFP based livelihoods practices among the community. 5. Providing assistance in study or research required in NTFP domain. 6. Responsible for all necessary documentation and developing cases of best practices in NTFP management. 7. Liaison with all concerned departments/resource agencies in the district will be another key task for this position. 8. Developing and implementing strategy to engage community institutions/cadre in NTFP management. 9. Any other task as assigned by the competent authority. 	<p><u>Qualification:</u> The person should have two years' full time regular PG Degree or Diploma in Rural Development /Rural Management /Social Work/Agriculture and allied (10+2+4) from a recognized University/Institute.</p> <p><u>Experience:</u> S/he should have minimum 4 years of relevant post qualification work experience of working with community on livelihoods promotion particularly with "Value Chain Approach" in large scale poverty reduction / rural development /livelihoods programme/project run by Government /reputed NGOs /CSR initiatives.</p> <p>Candidates having required educational degree or diploma through correspondence stream may also apply. However, required relevant experience for them would be 6 years with specification as given above.</p> <p>Candidates should be well versed in MS office. Good writing and communication skills in Hindi and English is mandatory.</p> <p><u>Consultancy Fee</u> Starting from Rs. 25, 000 per month (all-inclusive and purely based on quality of experience and education).</p> <p><u>Reporting :</u> District Program Manager</p> <p><u>Consultancy Period :</u> 6 months, renewal based on project need and performance.</p>
<p>4. Consultant - Block Coordinator</p> <p>-</p> <p><u>Job Descriptions</u></p> <ul style="list-style-type: none"> • To work under Consultant-District Program Coordinator and with close coordination with BPM of respective BMMU, extend support to District Program Coordinator. • Provide support to cluster teams for executing Special Project intervention. • Planning and execution of all project activities at block level related to MKSP. 	<p>Number of Post – 2</p> <p>-</p> <p><u>Qualification:</u> The person should have 2 years' full time regular Post Graduate degree or diploma in Rural Development / Rural Management / Business Administration / Agriculture and allied (10+2+4) /Social Work from a recognized University/ institute</p> <p><u>Experience:</u> S/he should have minimum 4 years of relevant post qualification work experience of successfully leading of team of development workers and executing poverty reduction/rural development/livelihoods programme</p>

<ul style="list-style-type: none"> • Liaison with Govt. line departments, banking institutions, civil society organizations and other external agencies for project purposes. • Nurture and Guide block level federations. • Assist JSLPS in implementing the perspective plan for intended interventions in different projects. • Execution of capacity building as guided by Consultant-District Program Coordinator • Promotion of different project's based livelihoods practices among the community. • Extensive travel to different clusters, meeting with the institutions, organizing meetings, conducting trainings, field level monitoring. • Responsible for all necessary documentation and developing cases of best practices. • Any other task as assigned by the competent authority. 	<p>or project preferably having exposure of community institutions, federations, financial inclusion work with projects or programme run by Government /Reputed NGOs/CSR Initiatives.</p> <p>Person having full time regular graduation degree in any discipline and having above mentioned experience of minimum 6 years, may also apply.</p> <p>Candidates having Post Graduation degree or diploma through correspondence stream may also apply. However, required relevant experience for them would be 6 years with specification as given above.</p> <p>Candidates should be well versed in MS office. Good writing and communication skills in Hindi and English is mandatory.</p> <p>Consultancy Fee Starting from Rs. 20, 000 per month (all-inclusive and purely based on quality of experience and education).</p> <p>Reporting :</p> <ul style="list-style-type: none"> • District Program Manager (DAY NRLM) • District Project Coordinator (MKSP) or District Program Manager (DAY NRLM) <p>Consultancy Period : 6 months, renewal based on project need and performance</p>
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LAST DATE OF RECEIVING APPLICATIONS:18th October 2017

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