



NABARD Consultancy Services
(A wholly owned subsidiary of NABARD)
(An ISO 9001: 2015 Company)

Require Project Based Contract Staff for execution of Deen Dayal Upadhyay Grameen Kaushalya Yojana (DDU-GKY) in Odisha

NABARD Consultancy Services (NABCONS), a wholly owned subsidiary of NABARD is a leading consultancy organization in the field of agriculture and rural development (www.nabcons.com). NABCONS as the Central Technical Support Agency (CTSA) for 18 States under Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY) of Ministry of Rural Development (MoRD), Government of India, invites **ONLY ONLINE** applications from Indian Citizens for the post of State Coordinator (01 Post) as Project Based Contract Staff.

The posting for the post of State Coordinator at Odisha will be as under:

Sl. No	Name of the Post	No. of post	Place of Posting
1	State Coordinator	01	NABCONS Regional Office, Odisha

The recruitment is project based on contract basis for initial period of one year, which can be extended based on performance review and to be co-terminus with the project period.

A. State Coordinator - Key Responsibilities:

- To lead the team of Project Consultants/Associate Project Consultants/Projects Assistants.
- Coordinate overall operation system and process.
- To ensure that appropriate standards of conduct are established and complied with as per scheme guidelines and standard operating procedures for different skill programmes being monitoring by NABCONS in Odisha.
- To implement, maintain and manage an effective system of controls throughout the different skill programmes covering non-financial as well as financial activities by improving the organizational planning;
- Support NABCONS on various studies and research works assignments related to skill Development
- To conduct variety of training and capacity building programmes facilitated by NABCONS under different skill programmes
- Maintaining liaison with clients and ensuring the deliverables as per the time lines
- To be responsible for reporting and communication to NABCONS Corporate Office, clients and government departments and represent the NABCONS, Odisha in review meeting etc.
- Support NABCONS Business Development Unit to explore various business opportunities in the Skill sector.
- Any other work assigned from time to time.

B. Eligibility Criteria

- **Educational Qualification:** Full Time Regular Post-Graduation in any subject with atleast 50% marks from a reputed university.
- **Essential Experience:** Minimum 10 years of experience in Business Planning, Strategic Planning,

Monitoring and Evaluation of large projects/Government projects with strong negotiation, organization, communication, problem solving, and leadership skills

- **Desired Experience:** Minimum 8 years of post-qualification Domain experience in skilling programmes (like SGSY, Ajeevika, DDU-GKY, PMKVY, etc.)
- Minimum 3 years of experience in a leadership position
- **Other Criteria:**
- The candidate should have knowledge of MS Office with proficiency in MS Excel & Power Point.
- Proficiency in reading, writing and speaking in English and knowledge of Hindi and Odia will be preferred.
- **Age:** Candidate should preferably be below 50 years as on 01 January 2019.

C. Remuneration:

Candidate will be paid consolidated remuneration of Rs.1,00,000/- per month. The staff will be liable for tax liabilities as per Income Tax Act & Rules in force and the tax will be deducted at source.

D. Other Facilities:

In addition to the remuneration as mentioned above other facilities as under will also be provided:

- Lunch allowance of Rs 2000/- per month.
- Mobile and internet allowance of Rs 1000/- per month.
- Candidates will also be eligible for PF and Gratuity as per Company's policy. It may be mentioned that the option for PF is irrevocable and once exercised cannot be changed in future.
- Travelling allowance, halting allowance and local conveyance facilities for official travel as applicable from time to time under the project.
- Casual leaves of 18 days per calendar year during the contract period on proportionate basis provided that not more than 06 days casual leave may be availed at a stretch including Saturday/Sunday/Holiday on one occasion, absence beyond above period will be treated without pay

E. Contract Period:

The PBCS will be appointed on contract basis initially for a period of one year which may be extended based on requirement of the project and performance or will be co-terminus with the project period. First 3 months will be probation period during which NABCONS shall have the right to terminate the services of the individual without any notice period or assigning any reason. Thereafter NABCONS reserves the right to terminate the contract by giving one month notice within the contract period.

F. How to Apply:

Interested candidates may apply online in the prescribed format within 10 days from 16 February 2019 to 25 February 2019 by clicking on the following links and filling the details therein:

Position	Link to Apply
State Coordinator	https://goo.gl/forms/bpKPbl1J3XWwl8aT2

In case the above link does not work, you may also copy and paste the link in your web browser and fill the details therein.

G. Last date for submission of online applications: 25 February 2019

H. General Information:

- Only Shortlisted candidates will be called for the interview. Location for the Selection process will be

indicated in the call letter. The candidates may kindly note that any cost incurred by them for attending the interview will not be reimbursed by NABCONS.

- The applicant may submit the declaration in the Google form with respect to the educational qualification and experience. Self-attested copies of educational qualifications and experience certificates to be compulsorily submitted at the time of the interview. Original documents would be required for verification.
- Place of posting of the candidate appointed will initially be at NABCONS office, Bhubaneswar. They may however be liable to be posted anywhere in India as per project requirement.
- NABCONS will not provide accommodation for the selected/appointed candidates.
- List of selected and waitlisted candidates for the post will be uploaded in NABCONS website (www.nabcons.com) after the selection process is completed. The validity of the panel of selected and waitlisted candidates will be co-terminus with the project.
- No correspondence will be entertained from any ineligible and non-selected candidate in all matter regarding eligibility, the selection process, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards, number of vacancies, communication of result, etc. The company's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- The final appointment will be based on the decision of selection committee constituted for the purpose. Company reserves the right to increase/ decrease the number of posts or not to fill up any of the posts.
- The appointment shall be subject to being found medically fit, for which purpose the candidate shall be required to undergo the protocol of medical tests upon reporting at place of posting. The continuance in NABCONS's service shall be subject to remaining medically fit to discharge duties and responsibilities. The decision of NABCONS regarding medical fitness shall be final and binding on the candidate.
- The selected candidates will have to sign a one year bond with the company - In case for any reason, the selected candidate leaves the services of the Company before the contract period of one year from the date of commencement of duties (excluding the unauthorized leave) then the candidate shall forthwith pay a sum equivalent to one (01) month remuneration as mentioned in section (C) above. This amount will be in addition to shortfall in notice period, if any. Acceptance request for relieving in such case will not be given till the realization of Bond amount.
- Merely satisfying the eligibly criteria does not entitle a candidate to be called for the interview. NABCONS reserves the right to call only the requisite number of candidates for the interview depending on number of responses, after preliminary screening / shortlisting with reference to candidate's qualification, suitability, experience, etc as per eligibility criteria. Applications received after the due date shall not be entertained and will be rejected.
- Under no circumstances applications by hand or any other mode will be entertained. The application submitted through online mode provided in this advertisement will only be accepted.
- NABCONS reserves the right to cancel the recruitment for the captioned post without assisting any reason at any stage.