



NABARD Consultancy Services Private Limited
(An ISO 9001:2008 Company)

A Wholly owned subsidiary of NABARD

NABARD Consultancy Services (NABCONS), a wholly owned Subsidiary of NABARD and a leading consultancy organization in the field of agriculture and rural development (www.nabcons.com) invites applications for the posts of 26 “Junior Consultants” for implementation of EShakti project of NABARD at various States, as under-

S.No.	State	Place of Posting	Number of Vacancies	S.No.	State	Place of Posting	Number of Vacancies
1	Bihar	Patna	1	10	M. P.	Bhopal	1
		Gaya	1			Dewas	1
		Saharsa	1			Mandla	1
2	Chhattisgarh	Raipur	1	11	Maharashtra	Pune	1
3	Goa	Panaji	1			Chandrapur	1
4	Gujarat	Ahmedabad	2	12	Odisha	Bhubaneshwar	1
5	Haryana	Chandigarh	1			Sambalpur	1
				6	H. P.	Shimla	1
Udaipur	1						
7	Jharkhand	Ranchi	2	14	Uttar Pradesh	Lucknow	1
						Mirzapur	1
8	Karnataka	Dharwad	1	15	Uttarakhand	Dehradun	1
9	Kerala	Kannur	1			Total	

Project Background

The SHG movement in India is the World’s largest Community based microfinance programme, benefiting nearly 102 million rural households through 8.5 million SHGs (as on 31.03.2017). It has now reached a stage where creating reliable data, based on books maintained by SHGs, may prove to be a game changer and may bring a paradigm shift in the way the hitherto unbanked poor are financed. Realising that IT is paramount for creating 'Digital India', NABARD launched a pilot project for digitization of SHGs titled “EShakti”. **Further details of the project can be seen at <https://eshakti.nabard.org>.**

EShakti is designed to capture the demographic and financial profiles of the SHGs as well as the members. It also captures the Aadhaar and EPIC (Electors Photo Identity Card) numbers of the members. It is a project on digitisation of SHG accounts and to bring SHG members under the fold of Financial Inclusion, thereby enabling them access to wider range of financial services, together with increasing the bankers' comfort in credit appraisal and linkage.

The robust design of the platform creates a rich database which can be used by banks and various Government Departments like Panchayati Raj, Health & Family Welfare, Women and Child Development,

Education etc., which could facilitate in implementation of their schemes. At a later date, even private sector, on selective basis, can use the data for furthering the livelihoods of SHG members by enrolling them as their agents for providing goods and services to the rural market and also implement their CSR activities.

A. Job Profile

The primary duties and responsibilities of the Junior Consultants shall be as follows.

- i. Oversee smooth implementation of the project in the allocated area
- ii. Manage all aspects of the project implementation
- iii. Guiding the Implementing Agencies and the Animators
- iv. Continuous monitoring of the project (Technical, Physical and Financial)
- v. Submission of weekly / fortnightly reports on the status of implementation to NABCONS & NABARD Regional Offices
- vi. Liaising with other partners involved in the project
- vii. Making regular visits to the IAs / SHGs and check ;
 - (In the initial stages) Whether financial data entered into the forms for data collection matches with the register maintained by the SHGs and whether financial data forms are signed and stamped
 - Whether the books of accounts of the SHGs are upto date
 - Whether Data entry is taking place regularly
 - Financials generated through EShakti platform matches with financials in the SHG registers
 - Data appearing in the mobiles is consistent with the registers
- viii. Auditing and inspecting the data collection and updation by the animators
- ix. Carry out random transaction audits
- x. Test check of the audits carried out by the auditors / ensure compliance of the observations
- xi. Supervision of the execution of the prescribed activities
- xii. Ensuring adherence to the timelines
- xiii. Conduct and attend meetings
- xiv. Resolving issues
- xv. Be one stop solution for smooth implementation of the project
- xvi. Prepare detailed work plan and point wise achievement chart of the activities and tours with timelines
- xvii. Documentation of the implementation of the project
- xviii. Additional items of work, if any, assigned by the ROs

B. Eligibility Criteria

- i. **Educational Qualifications:** Graduation in any stream with requisite awareness/knowledge in IT and Accounting.
- ii. **Experience:** Candidates having minimum 2 Years of Experience will be preferred.

Candidates should have the preferable experience in any one of the following:-

- NGO sector
- Networking with Govt. agencies/ Departments
- Basic Book Keeping and Banking awareness
- Possess Knowledge of Self Help Group environment /ecosystem

C. Other Criteria

- Proficiency in using tools such as MS Office and other computer related functions for day-to-day functioning
- Proficiency in reading, writing and speaking English and local language

D. Place of Posting

The candidate can apply only for one State and may give option in order of preference for districts of that State given in the table-I. Initially, the candidate will be posted either at the State District of the State for which he/she has been selected. Actual posting would be based on merit and administrative requirement of NABCONS. Candidate may be placed to any other district/state as per the requirement of the project.

E. Remuneration per Month

Candidate will be paid consolidated Remuneration of Rs. 20,000/- Per month all inclusive. The amount will be inclusive of all statutory deductions that NABCONS may be required to make on behalf of the contracted staff. Remuneration will be released after making statutory deductions. A performance linked increment of 5 % (maximum) would be granted to the candidates after completion of 1 year of contract on annual performance review.

F. Other Facilities

Sl. No.	Particulars	Eligibility
A.	Allowance during field visits	
i	TA/ Conveyance/Hotel/HA	Boarding/ Lodging/ Halting Allowance - Max: Rs.2,000/- per day (Including Hotel- maximum Rs.1000/- including taxes, on actual basis and Rs.1000/-towards Boarding and HA) TA/ Conveyance – Max: Rs.2,000/- per tour (III AC Travel + Conveyance), on actual basis.
B	Insurance	
i	Premium of comprehensive medical insurance	Rs.6500/- per year
C	Other	
i	Permissible absence (other than Sunday/ holiday)	12 days in a year @ 1 day per month. (Working days will be from Monday to Saturday)

Other than the above, the consultants are not eligible for any other facilities/allowance like leave encashment, performance bonus, leave travel concession, etc.

G. Age

- Candidate should have minimum age will be 24 years and maximum 35 years at the time of submission of application.

H. Contract Period

- i. Junior Consultants, 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. 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.
- ii. The services will be of temporary nature and can be terminated by giving a notice of 30 days.

I. How to Apply:

Interested candidates may apply online in the prescribed format by clicking on the following link.

https://docs.google.com/forms/d/e/1FAIpQLSffvty0Tpjtl6uruVQi88lqKuCknO6QtfCH6pieL_GSGld-OQ/viewform?usp=sf_link

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.

(The Candidates can apply for one state only. If there is more than one vacancy in the state, the candidate can indicate their preference. The place of posting of the candidates would be decided in order of merit.)

Last date for submission of online applications: 05 April 2018

J. General Information

- Applicants will be shortlisted based on the eligibility criteria indicated above. Shortlisted candidates will be called for the interview. You may kindly note that any cost incurred by you 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 indicated in the CV. Self-attested copies of their educational qualifications and experience certificates may be compulsorily submitted at the time of the interview. Original documents would be required for the verification.
- Merely satisfying the eligibility 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 after preliminary screening/shortlisting with reference to candidate's

qualification, suitability, and experience etc. 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 link provided in this advertisement will only be accepted.
- NABCONS reserves the right to cancel the recruitment for the captioned posts without assigning any reason.

Advt. Ref. No. NABCONS/CO-HR/PBCS/030/2017-18

Dated: _24 March 2018