

**Office of the Chief Executive Officer
Mizoram State Rural Livelihoods Mission
Rural Development Department**

**Recruitment 2023
Details of Vacant Posts**

Name of Post: Project Manager (Institution Building and Capacity Building)

No. of Vacancy: 1(One)

Job Description: Coordination with respective thematic at SMMU, DMMU, BMMU, Community Institutions and Human Resource Management in concern thematic, Monitoring and evaluation of Institution Building and Capacity Building programmes, collection of primary, secondary or sample, polices and document preparation, convergence with Government Department, Monitoring of PIAs etc. To provide technical support to SRLM in Institution Building and Capacity Building in terms of formation and hand holding support to Self-Help Groups, Village Organization and Cluster Level Federations. The job involves prolonged field stay in rural areas and extensive travel both within and outside the State:

Minimum Qualification: Post Graduate degree in any discipline from a reputed institution/University. Basic knowledge of Computer Application equivalent to Course on Computer Concepts (CCC) or Diploma in Computer Application/Certificate in Computer Application from a recognized institution.

Minimum Experience: Minimum 3 years of experience in Rural Livelihoods Mission or other similar Mission with working knowledge of Mizo and English.

Age Limit: 21-35 years as on 1st September, 2023.

(The upper age limit is relaxable by 5 years in case of candidates belonging to Scheduled Caste/Scheduled Tribe and other backward classes as laid down by the Government).

Posting: State Mission Management Unit.

Salary: Rs. 45,000/- pm with annual increment.

Selection Process: The recruitment process involves a 4-tier selection process. The first step of recruitment involves screening of all application. Second, short-listed candidate after screening will be called for Written Examination. Third, Candidate who scored minimum eligibility mark (to be set by recruitment panel) in the written test will go through focus group discussion. Fourth, candidate shortlisted after group discussion will then be called for Interview. Marks scored in Written Examination, Group Discussion, Personal Interview will not be aggregated and are meant only as elimination so as to identify meritorious candidates. MzSRLM reserves the right to change or cancel the recruitment process without assigning any reasons. No correspondence will be entertained on the process of recruitment.

Engagement: Selected candidate will undergo 3 months observatory period and will be offered a contract of 1 year during which he/she is liable for de-selection based on performance. After completion of one year, extension of contract will be based on performance. Though the initial appointment will be at specified location, the jobs are transferable anywhere in the State

Note: All applicants are advised to thoroughly go through the instruction note attached with the application form.