Jharkhand State Livelihoods Promotion Society (JSLPS)



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 favorably 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.

JSLPS, under the aegis of Rural Development Department, Government of Jharkhand is an autonomous society registered under the Societies Registration Act, 1860. It is mandated to promote livelihoods amongst disadvantaged communities across the state to reduce the rural poverty. Over the years, the Society has brought in innovative strategies and interventions for the promotion of livelihoods of rural poor in Jharkhand.

JSLPS is the nodal agency for implementation of Deen Dayal Antyoday Yojana – National Rural Livelihood Mission (DAY-NRLM) in the state. please visit <u>www.jslps.in</u>. To support NRLM, the Society is looking for professionals to work under Fixed Term Employment (FTE) arrangement. For the purpose, applications from eligible individuals are invited for the following positions

1. District Manager -Financial Inclusion	Post : Total -6, (3 ST, 3 SC)
Job Description	Qualification:
	The person should have two years' full time regular PG
The person should be working as Thematic Lead at	Degree or Diploma in Rural Development/Rural
district level under the guidance of District Programme	Management /Social Work /Agriculture and allied
Manager and responsible for the followings.	(10+2+4) from a recognized University/Institute.
1. Overseeing all planned activities related to Financial	
Inclusion and ensure its timely execution across the	Experience:
district.	S/he should have minimum 4 years of relevant post
2. Mentoring and guidance to Block Unit functional in	qualification work experience of working with Financial
the district in effective implementation of Financial	Inclusion programme in large scale poverty reduction/
Inclusion interventions.	rural development /livelihoods programme /project run
3. Ensuring timely conduct of thematic training and	by Government /reputed NGOs/CSR initiatives.
other relevant capacity building intervention for other	
staffs at district level and all those working in with	Candidates having required educational degree or diploma
block unit.	through correspondence stream may also apply. However,
4. On time disbursement of Revolving Fund and	required relevant experience for them would be 6 years
Community Investment Fund money.	with specification as given above.
5. Better relationship with banking sector and ensuring	Candidates should be well versed in MS office. Good
SHG-Bank Linkages as targeted in the district.	writing and communication skills in Hindi and English is
6. Managing partnership/consultancy assignment with	mandatory.
external resource agencies/individuals (as applicable)	
and ensuring timely delivery by them.	Remuneration:
7. Facilitating environment and taking effective	Ranging from Rs.25, 000 – Rs.40, 000 (all-inclusive and
initiatives towards building capacity of community	purely based on quality of experience and education).
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.	

2 District Manager Casial Mahilipation 9	Dect - 2 (SC 2)
2. District Manager - Social Mobilization &	Post : 3 (SC 3)
Institutional Building (SM & IB)	
Job Description	Qualification:
	The person should have two years' full time regular PG
The person should be working as Thematic Lead at	Degree or Diploma in Rural Development /Rural
district level under the guidance of District	Management /Social Work/Agriculture and allied
Programme Manager and responsible for the	(10+2+4) from a recognized University/Institute.
followings.	
	Experience:
1. Overseeing all planned activities related to social	S/he should have minimum 4 years of relevant post
mobilization and Institution Building and ensure its	qualification work experience of working with community
timely execution across the district.	mobilization, institution building, and community training
2. Mentoring and guidance to Block Unit functional in	programme in large scale poverty reduction / rural
the district in effective implementation of Social	development /livelihoods programme/project run by
Mobilization and Institutions Building interventions.	Government /reputed NGOs /CSR initiatives.
3. Ensuring timely conduct of thematic training and	
other relevant capacity building intervention for other	Candidates having required educational degree or
staffs at district level and all those working in with	diploma through correspondence stream may also apply.
block unit.	However, required relevant experience for them would be
4. Managing partnership/consultancy assignment	6 years with specification as given above.
with external resource agencies/individuals (as	Candidates should be well versed in MS office. Good
applicable) and ensuring timely delivery by them.	writing and communication skills in Hindi and English is
5. Facilitating environment and taking effective	mandatory.
initiatives towards building capacity of community	
institution's and community cadre.	Remuneration:
6. Monitoring, reviewing and documentation of all	Ranging from Rs.25, 000 – Rs.40, 000 (all-inclusive and
thematic intervention in district and preparing	purely based on quality of experience and education).
periodic reports and other relevant documents as	
required.	
Maintaining thematic data update in MIS	

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3. District Manager -Livelihood	Post : 4, (ST-2, SC-2)
Job Description	Qualification:
	The person should have two years' full time regular PG
The person should be working as Thematic Lead at	Degree or Diploma in Rural Development /Rural
district level under the guidance of District	Management /Social Work/Agriculture and allied (10+2+4)
Programme Manager and responsible for the	from a recognized University/Institute.
followings.	
	Experience:
1. Overseeing all planned activities related to all	S/he should have minimum 4 years of relevant post
Livelihoods Inclusion and ensure its timely execution	qualification work experience of working with Livelihoods
across the district.	programme in large scale poverty reduction / rural
2. Mentoring and guidance to Block Unit functional in	development /livelihoods programme /project run by
the district in effective implementation of Livelihoods	Government /reputed NGOs /CSR initiatives.
Inclusion interventions.	
3. Ensuring timely conduct of thematic training and	Candidates having required educational degree or diploma
other relevant capacity building intervention for	through correspondence stream may also apply. However,
other staffs at district level and all those working in	required relevant experience for them would be 6 years
with block unit.	with specification as given above.
4. Managing partnership/consultancy assignment	Candidates should be well versed in MS office. Good
with external resource agencies/individuals (as	writing and communication skills in Hindi and English is
applicable) and ensuring timely delivery by them.	mandatory.
5. Facilitating environment and taking effective	Demonstration
initiatives towards building capacity of community	Remuneration:
institution's and community cadre on LH related issues.	Ranging from Rs 25,000 – Rs 40,000 (all-inclusive and
6. Monitoring, reviewing and documentation of all	purely based on quality of experience and education).
thematic intervention in district and preparing	
periodic reports and other relevant documents as	
required.	
7. Maintaining thematic data update in MIS.	

4. District Manager – Skills & Jobs	Total -7, (ST-4, SC-3)
Job Description	Qualification :
	Two years fulltime regular Post Graduate Degree or
The person should be working as Thematic Lead at	diploma in Rural Development/ Rural Management/ Social
district level under the guidance of District	Work/ Agriculture & Allied/ Development studies or PG
Programme Manager and responsible for the	Diploma in Rural Development/ Social Work/ Agriculture &
followings.	Allied/ Development studies from a recognized
 Social mobilization of Youths, 	University/Institute
 Updation of youth database & MIS, 	
Conduct Skill preference & gap studies,	Experience :
 Ensuring supportive supervision of Project 	
Implementing Agencies, maintaining	3 years of relevant post qualification work experience.
linkages with Other Govt. Department/	Candidates having required educational degree or diploma
Institutions, holding job Melas & post	through correspondence stream may also apply. However,
placement tracking/ verification of	required relevant experience for them would be 5 years
beneficiaries and provide	with specification as given above.
 Handholding support block team. You 	Candidates should be well versed in MS office. Good writing
would be responsible for planning all Skills	and communication skills in Hindi and English is mandatory.
& Jobs activities in the district. The person	
recruited will be reporting to the District	Remuneration :
Program Manager for functional reporting.	
	Ranging from Rs 25,000 – Rs 40,000 (all-inclusive and purely
	based on quality of experience and education).

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5. District M&E and MIS Officer	Post : 7 (ST-5, SC-2)
Job Description	Qualification:
	The person should be holding 2 years' full time regular
The person should be working as Thematic Lead at	master degree or 2 years' full time Diploma in
district level under the guidance of District	Computer Application or B.Tech /B.E in computer
Programme Manager and responsible for the	science, from a recognized University/institute.
followings.	, , , , , , , , , , , , , , , , , , , ,
	Experience:
1. Overseeing all planned activities related to M&E	S/he should have 2 years of post-qualification work
and MIS and ensure its quality execution across	experience in handling MIS and M&E activities
the district.	preferably in development sector.
2. Mentoring and guidance to Block Unit functional	
in the district in effective usage of MIS services	Candidates having required educational degree or
following M&E protocols.	diploma through correspondence stream may also
3. Ensuring timely conduct of thematic training and	apply. However, required relevant experience for
other relevant capacity building intervention for	them would be 4 years with specification as given
other staffs at district level and all those working in	above.
with block unit.	Good writing and communication skills in Hindi and
4. Prepare all monitoring reports.	English is mandatory.
5. Regular updating of MIS etc.	
6. Documentation of learning and dissemination of	Remuneration:
feedback at block/ field level.	Ranging from Rs.20, 000 – Rs.30, 000 (all-inclusive and
7. Maintaining database and update of relevant	purely based on quality of experience and education).
programme information in MIS on regular basis.	

6. District Finance Manager	Post : Total – 7, (ST 6, SC 1)
Job Description	Qualification:
	Person should have 2 years' full-time regular post-
The person should be working as Thematic Lead at	graduation degree or diploma in Commerce /Business
district level under the guidance of District Programme	Administration or Management with finance specialization
Manager and responsible for the followings.	/CA (inter) /ICWAI (Inter) from a recognized University
	/Institute or CA (inter) /ICWAI (inter).
1. Overseeing all planned activities related to financial	
management and ensures its timely execution across	Experience :
the district.	S/he should have minimum 4 years of post-qualification
2. Mentoring and guidance to Block Unit functional in	relevant work experience in financial management work
the district in effective Financial Management.	including budgeting, developing financial system in
3. Ensuring timely conduct of thematic training and	Government /semi government/banking institutions
other relevant capacity building intervention for other	/reputed financial firms /livelihoods or poverty reduction
staffs at district level and all those working in with block	project/reputed non-government organizations.
unit.	
4. Ensuring smooth functioning of all financial and	Candidates having required educational degree or diploma
administrative systems at District Unit and in	through correspondence stream may also apply. However,
concerning Block units.	required relevant experience for them would be 6 years
5. Managing and monitoring of flow of Project funds.	with specification as given above.
Financial reporting to the State unit and coordinating	Candidates should be well versed in MS office. Good writing
with auditors.	and communication skills in Hindi and English are
6. Maintaining all financial due diligence and complying	mandatory.
with statutory requirements.	
7. On time payment of office related expenses and	Remuneration:
supervising regular updating of books of records.	Ranging from Rs.25,000 – Rs.40,000 (all-inclusive and purely
	based on quality of experience and education).

7. District Accounts Officer	Post : 3 (ST-3)
Job Description	Qualification:
	The person should have 2 years' full-time Post graduation
The person should be working under the guidance of	degree or diploma in Commerce or above. Person having CA
District Finance Manager and District Programme	(inter)/ICWAI (Inter) qualification may also apply.
Manager and responsible for the followings.	
	Experience:
1. Ensuring smooth functioning of all accounting & Audit	S/he should have minimum 2 years of post-qualification
systems at District Unit and concerning Block units.	relevant experience in managing accounts, audit system,
2. Managing and monitoring of accounting system.	budgeting and book keeping in Government/semi
3. Periodic financial reporting to the State unit and	government agency/banking institutions/reputed financial
coordinating with internal auditors.	firms/reputed non-government organizations.
4. Providing guidance and training to Block and district	
level accountants in proper book keeping & accounting.	Candidates having above mentioned educational degree or
5. Following due diligence of financial management	diploma through correspondence stream or
system and building a transparent accounting systems	B.Com regular may also apply. However, required relevant
at district and block level.	experience for them would be 4 years with specification as
6. Ensuring regular keeping of accounts and books of	given above.
records.	Candidates should be well versed in MS office. Good writing
7. Assisting DM-Finance and DPM in complying with	and communication skills in Hindi and English is mandatory.
statutory requirement, timely payment and required	Remuneration:
financial reporting.	Ranging from Rs.20, 000 – Rs.30, 000 (all-inclusive and
	purely based on quality of experience and education).

8.District Accountant	Post : 8 (ST-6, SC-2)
Job Description	Qualification:
	The person should have Graduation degree in
The person should be working under the guidance	Commerce from any recognized university.
of District Finance Manager and District	
Programme Manager and responsible for the	Experience:
followings.	S/he should have minimum 2 years of post-
	qualification relevant experience in managing
1. Looking after all accounts related work,	accounts, audit system, budgeting and book keeping
2. Checking of bills/vouchers,	in Government/semi government agency/banking
3. Smooth disbursal payments against	institutions/reputed financial firms/reputed non-
bills/vouchers,	government organizations.
4. Preparing periodic financial reports and smooth	
operationalization of accounts related processes within office.	Candidates having required educational degree or
within once.	diploma through correspondence stream may also apply. However, required relevant experience for
	them would be 4 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.10, 000 – Rs.20, 000 (all-inclusive and
	purely based on quality of experience and education).

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