

## Add a mission to your career



## Bring smile to the faces of poor in Bihar

Bihar Rural Livelihoods Promotion Society (BRLPS), an autonomous society under department of Finance, Govt. of Bihar has been designated as State Rural Livelihoods Mission by Rural Development Department, Government of Bihar to scale up the "JEEVIKA" model in a phased manner in all 534 Blocks of 38 Districts in Bihar under National Rural Livelihoods Mission.

So far JEEVIKA has been able to reach out to nearly **9 Lakh rural poor households** by organizing them into **65000 women Self Help Groups** under **3500 Village Organizations** and **35 Cluster Level Federations** in merely 5 years period. These institutions have generated nearly **Rs. 32 Crore** as their own fund and have leveraged **Rs. 151 Crore** from the Banks.

Under NRLM, BRLPS would be organizing, empowering and promoting livelihoods for **1.25 crore rural poor households** through **10 Lakh sustainable SHGs** under **65000 Village Organisations** and **1600 Cluster Level Federations**.

## Together we can realize this Mission

### Applications are invited for the following openings: (State Project Management Unit)

- State Project Manager-Health and Nutrition: (1 Position)** Qualification & Experience: PG degree/diploma in management/social work/rural development/rural management/health management/public health from recognized institute/university with minimum 7 years of post-qualification relevant experience, out of which 3 years relevant experience should be of senior management level. S/he should have worked in health development Program/project specifically for community Health and Nutrition to improve health of poor. S/he should have wide experience of Policy framework designing and rolling out the health program. S/he should also have experience of establishing business network and liaison with other health development partners/ stake holders/ enterprises, government and service provider agencies. **Monthly Remuneration: 41900 to 59300.**
- State Project Manager-Community Finance: (1 Position)** Qualification & Experience: CA/CA (inter)/ICWA (Inter)/M.Com/MBA-Finance from recognized institutes/university with minimum 7 years of post-qualification relevant experience in development project. S/he should have experience of SHGs/federations. S/he should also have effective training skill and have experience of designing and implementing capacity building to community institutions. S/he should also possess skill of establishing robust mechanism for maintaining accounting system of rural community institutions. **Monthly Remuneration: 41900 to 59300.**
- State Project Manager-Off Farm: (1 Position)** Qualification & Experience: PG degree/diploma in Rural Management/Rural development/Agriculture & allied sector from a recognized institute/university with minimum 7 years of post-qualification relevant experience, out of which 3 years relevant experience should be of senior manager level. S/he should have worked in Community driven development Program / project specifically for promotion of Off-farm based enterprise/ business / developed business model to improve livelihoods of poor. S/he should have experience of promoting producers' companies, facilitating their operations/ establishing market linkages for better price of produce. S/he should have experience of establishing business network and liaison with business enterprises, government and service provider agencies. **Monthly Remuneration: 41900 to 59300.**
- State Project Manager-MIS: (1 Position)** Qualification & Experience: PG degree/diploma in MBA-IT/ MCA from recognized institute/ university with minimum 7 years of post-qualification relevant experience, out of which 3 years relevant experience should be of senior manager level. S/he should have experience of Designing; managing and handling large scale Community computerized Management Information System. Working in large set of livelihood development program/Project in microfinance based community institutions-development program is desirable. **Monthly Remuneration: 41900 to 59300.**
- State Project Manager-Communication: (1 Position)** Qualification & Experience: PG degree in Mass Communication from recognized institute/university with minimum 7 years of post qualification relevant working experience in large scale development project. Or Post graduate degree/diploma in any discipline from a recognised institute/university with minimum 9 years of post qualification relevant experience. S/he should have experience in developing strategies to build a common vision of Project across the staff and provide inputs towards streamlining communications requirement of the project. S/he should have experience in advertising/media industry on social communications or in similar capacity for development Projects. **Monthly Remuneration: 41900 to 59300.**
- State Finance Manager (4 Positions-UR-2, EBC-1, SC-1)** Qualification & Experience: Chartered Accountant/MBA-Finance /Cost Accountant from recognized institute/university with minimum 7 years of post-qualification experience in handling internal/statutory audit and consultancy in accounts, taxation etc. S/he should have worked in a development program/project/companies/organisation. S/he should be instrumental in designing and developing the financial management system of development project/companies/Firms. **Monthly Remuneration: 41900 to 59300.**

7. **Project Manager-Personnel and Administration: (1 Position) Qualification & Experience:** PG degree/diploma in management/social work/rural development/rural management/Public administration from recognized institute/university with minimum 4 years of post-qualification relevant experience. S/he should have worked in a development program/Project/Companies/Organisations and experienced in designing and demonstrating strategies to develop a better mechanism for managing /handling Personnel and administrative issues i.e. salary administration and entitlements, leave, grievance etc. **Monthly Remuneration: 29100 to 40900.**
8. **Project Manager-Community Finance: (1 Position) Qualification & Experience:** PG degree/diploma in commerce/MBA-Finance/ CA/CA (inter)/ICWA (Inter) from recognized institute/university with minimum 4 years of post-qualification relevant experience of managing and handling Community Finance/accounts. **Monthly Remuneration: 29100 to 40900.**
9. **Project Manager-Health & Nutrition: (1 Position) Qualification & Experience:** PG degree/diploma in management/social work/rural development/rural management/health management/public health from recognized institute/university with minimum 4 years of post-qualification relevant experience. S/he should have worked in a development Program/Project and have been instrumental in designing policy framework, developing action/business plan and strategies for executing/rolling out health and nutrition related intervention. S/he must have knack in Capacity building and effective training methodologies. **Monthly Remuneration: 29100 to 40900.**
10. **Project Manager-Off Farm: (1 Position) Qualification & Experience:** PG degree/diploma in Agriculture & Allied/Rural Management/Business Management/Administration/Agri-Business Management/Rural Development from recognized institute/university with minimum 4 years of post-qualification relevant experience. S/he should have worked in large number of livelihood activities in a livelihoods Programme/Project specially in operation, management procurement, marketing, trading in various off farm produce such as agriculture commodity/Dairy/goat rearing/Poultry/beekeeping/warehouse receipt for improving livelihood in the rural areas in a community driven development model through CBOs such as producers company/Producers Cooperative/Producers group/Watershed users group/SHG Federation/SHG. **Monthly Remuneration: 29100 to 40900.**
11. **Project Manager-MIS: (1 Position) Qualification & Experience:** PG degree/diploma in IT/Management/Social Work/Rural Management/Rural Development/MCA from a recognised institute with minimum 4 years of post-qualification relevant experience of computerised management information system, Monitoring and evaluation of development program in a development Project/large institutional set up/reputed company. **Monthly Remuneration: 29100 to 40900.**
12. **Project Manager-Communication (IEC) (1 Position) Qualification & Experience:** PG degree/diploma in Journalism/Mass Communication/Rural Management/ Social Work/Rural Development from a recognized institutes/university with minimum 4 years of post qualification relevant experience. S/he should have worked in designing, developing and rolling out of developmental communication strategies, documenting case studies and have experience of establishing liaison with communication partners. **Monthly Remuneration: 29100 to 40900.**
13. **Project Manager-Documentation & External Relation: (1 Position) Qualification & Experience:** PG degree/diploma in Mass Communication/Management/Social Work/Rural Management/Rural Development from recognized institute/university with minimum 4 years of post-qualification relevant experience in communication i.e. designing and demonstrating communication strategies and framework involving different media to portray a positive image and build a common vision for rural development. S/he should have worked in large set up of Livelihoods programmes / Project/ service industries. S/he should have experience of documentation and maintaining external relations. **Monthly Remuneration: 29100 to 40900.**
14. **Project Manager-Non Farm: (1 Position) Qualification & Experience:** PG degree/diploma in Rural Management/Business Management/ Administration/Agri-Business Management/Rural Development from recognized institute/university with minimum 4 years of post-qualification relevant experience. S/he should have worked in large number of livelihood activities in a livelihoods Programme/Project specially in operation, management of commodity trading/marketing of Non-farm produce such as an Arts & crafts/Leather/Lac/Carpet Weaving / Handloom / Jute/other rural non-farm community driven development model through CBOs such as producers company/Producers Cooperative/Producers group/Watershed users group/SHG Federation/SHG. **Monthly Remuneration: 29100 to 40900.**
15. **Project Manager-Jobs: (1 Position) Qualification & Experience:** PG degree/diploma in Rural Management/Rural Development/ Social Work/Business Administration from recognized institute/university with minimum of 4 years of post-qualification relevant experience. S/he should have worked in large set up of service industries/ FMCG services/ IT sector/ construction industries/Livelihoods Programmes with development project/reputed companies with specific HRD/organizational development issues out of which 2 years of experience in market linked skill development and placement is must. Experience of establishing network and business relationship with clients in corporate, government and development sector is must. S/he should have experience managing multidisciplinary team having faith in consultative and democratic team functioning. The exposure to industries association, corporate market and HR function would be desirable. **Monthly Remuneration: 29100 to 40900.**
16. **Project Manager-Entitlement: (1 Position) Qualification & Experience:** PG degree/diploma in management/social work/rural management/rural development from recognized institute/university with minimum 4 years of post-qualification relevant experience in handling convergence and entitlements of social security, food security, pensions etc. in livelihoods project/program. S/he should have knack in effective training methodologies. **Monthly Remuneration: 29100 to 40900.**
17. **Project Manager-Resource Cell: (1 Position) Qualification & Experience:** PG degree/diploma in Rural Development/Management/Business Management/Business Administration/Social Work from recognized institute/university with minimum 4 years of post-qualification relevant experience. S/he should have worked in large set up of Livelihoods Programmes/Project/ service industries/ FMCG services/ IT sector/ construction industries/development sector experience in building capacities of various level of stakeholders/partners and multi-tier community institutions. S/he must possess the good presentation skill and have knack for effective training. **Monthly Remuneration: 29100 to 40900.**
18. **Project Manager-Training & Learning Centre: (1 Position) Qualification & Experience:** PG degree/diploma in management/social work/rural management/rural development from recognized institute/university with minimum 4 years of post-qualification relevant experience in capacity building in livelihoods project/program. S/he must have knack in effective training methodologies. **Monthly Remuneration: 29100 to 40900.**
19. **Asst. Finance Manager: (4 Positions-UR-2, EBC-1, SC-1) Qualification & Experience:** Chartered Accountant/Cost Accountant/MBA-Finance from recognized institute/university with minimum 3 years of post-qualification relevant experience in audit, accounting and well versed in accounting software Tally Or Cost Accountant-Inter/Chartered Accountant-Inter from recognized institute/university with minimum 5 years of post-qualification relevant experience in audit, accounting and well versed in accounting software Tally. S/he must possess understanding of accounting system/standards and process including costing and budgeting/expense management etc., besides exposure to preparing balance sheet, profit and loss account, budget and tally. **Monthly Remuneration: 29100 to 40900.**
20. **Procurement Officer: (1 Position) Qualification & Experience:** CA (inter)/ICWA (inter)/MBA-Finance/Graduate in Commerce or Economics from recognized institute/university with minimum 5 years of post qualification relevant work experience. S/he should have worked with Government/NGOs/Financial firms/ Development project in capacity of handling procurement and accounting functions. **Monthly Remuneration: 29100 to 40900.**
21. **Project Associate: (14 Positions-UR-6, EBC-2, BC-2, SC-3, BCW-1) Qualification & Experience:** PG degree/diploma in Rural Management/Rural Development/Social Work/agri-business management/agriculture and allied from recognized institute/university. (Fresher can apply). Or Post graduate in any discipline from recognized institutes/university with minimum 1 years of post qualification relevant experience. Or Graduate in any discipline from recognized institutes/university with minimum 3 years of post qualification relevant experience. S/he should have experience of working in development project or government development programme in the areas of documentation, communication, reporting, data entry, file management, facilitating event organization & business dealing with different agencies. Typing skill in Hindi & English would be desirable. **Monthly Remuneration: 14400 to 21500.**
22. **IT Associate: (7 Positions-UR-4, EBC-1, BC-1, SC-1) Qualification & Experience:** PG degree/diploma in IT/MBA-IT/MCA from recognized institute/university. (Fresher can apply) Or Degree in IT/BCA from recognized institute/university with minimum 2 years of post-qualification relevant experience in software development, system maintenance/ data administration/ system networking & administration/RDBMS etc. S/he should have good knowledge of RDBMS package/Web technologies viz. Dot Net, J2EE, PHP etc. would be desirable. **Monthly Remuneration: 14400 to 21500.**

23. **Accountant (State level): (6 Positions-UR-3, EBC-1, BC-1, SC-1) Qualification & Experience:** PG in Commerce from recognized institute/university with minimum 2 years of post-qualification relevant experience in book keeping, accounts related job and secretarial assistance with reputed institutions, Government programmes/ project or NGOs. Or Graduate in Commerce from recognized institute/university with minimum 3 years of post-qualification relevant experience in book keeping, accounts related job and secretarial assistance with reputed institutions, Government programmes/ project or NGOs. Knowledge of working on computer and operating Tally Software will be essential. Typing skill in Hindi and English would be desirable. **Monthly Remuneration: 12300 to 21500.**
24. **Office Assistant (State level): (5 Positions-UR-2, EBC-1, BC-1, SC-1) Qualification & Experience:** Graduate in any discipline from recognized institute/university with minimum 3 years of post-qualification relevant experience. S/he should have worked in extending secretarial assistance and managing communication, office record keeping, compiling of project information and maintaining records related with programmatic, administrative and HRD affairs in reputed institution/government programme/development project or NGO. You should also possess good writing and typing skill in both Hindi and English. **Monthly Remuneration: 13000 to 19100.**
25. **Logistic Assistant (2 Positions-UR-1, EBC-1) Graduate in any discipline from recognized institute/university with minimum 3 years of post qualification relevant experience.** S/he should have worked in extending logistic support/assistance and record keeping, in reputed organization/ institution/government programme/ development project or NGO. **Monthly Remuneration: 13000 to 19100.**
26. **Cashier (1 Position) Qualification & Experience:** Graduate in Economics/Commerce/CA (Inter)/ICWA (Inter) from a recognized institute/university with a minimum 3 years of post qualification relevant experience. You should have worked for managing accounts, book keeping and other related job in Government/reputed institution. Preference would be given to those who have worked in Government programme/project. **Monthly Remuneration: 12300 to 21500.**

### Openings at District Project Coordination Unit:

27. **District Project Manager: (23 Positions-UR-8, EBC-6, BC-2, SC-5, ST-1, BCW-1) Qualification & Experience:** PG degree/diploma in management/social work/rural development/rural management/agriculture and allied from premier institutes with minimum 5 years of post qualification relevant experience. Or PG degree/diploma in management/social work/rural development/rural management/agriculture and allied from any other institutes with minimum 7 years of post qualification relevant experience. Individuals from Bihar Administrative Services with minimum 5 years of relevant experience Or Individuals from other government line department/Banking institution with minimum 5 years of relevant experience are eligible to apply for the position. S/he should have experience of successfully leading large and multidisciplinary team as well as executing livelihoods program, liaisoning with district administration, having demonstrated leadership skills in rolling out organisational policies and interventions across District. **Monthly Remuneration: 28300 to 47300.**

**Note: Bihar Govt. Reservation policy applies. The nos. of openings may vary depending on requirement. Only Qualified candidates will be called in a phased manner.**

- All Positions are offered on a contract basis for a period of three years. Renewal of contract would be subject to performance.
- Salary revision is expected. Other benefits include annual increment, performance pay up to 15% of Basic, accidental insurance, mediclaim for self & family, laptop policy, self learning, Child education allowance etc.
- Government Officials, PSUs/ Bank Employees are also encouraged to apply. Relevant deputation norms/BRLPS policy would be applicable for them.
- Retired Officials from Govt., PSUs and Banks with enough zeal and willingness to work for the cause of the poor may also apply for the suitable positions.
- Reservation benefits will only be applicable to the domicile/candidate of Bihar.
- For all the above positions you should have good verbal and written communication skills. Proficiency in Computer-MS Office is a must for all the positions.
- Extensive field visit will be required in all positions from Sl. No. 1 to 27.
- **Premier Institute includes:** IIMs, IRMA, TISS, XISS, IIFM, Delhi School of Social Work, XIMB, JNU, XLRI, XIDAS, Manage, NIRD, KSRRM, IIRM, GB Pant University of Agriculture & Technology Pantnager, Rajendra Agriculture University Pusa, Indian Agriculture Research Institute, New Delhi, Birsa Agriculture University Ranchi, Institute of Agricultural Science, BHU, IIMC, JMI, Symbiosis, IIPM, CIMP.

**Selection:** BRLPS has contracted Sutra-TMI Consortium, Secundrabad, an independent professional agency to fill these positions. Short listed applicants will be invited to appear for Selection Tests. List of applications received, short listed applications, dates and venue of selection tests etc. would be posted on <http://jobs.brtps.in>. Candidates are requested to check the website periodically for lists and other announcements.

**To apply online please go to: <http://jobs.brtps.in> and click on apply online link. Last date for receiving application is 25<sup>th</sup> Feb 2013.**

**Disclaimers:** Mere eligibility doesn't guarantee a job. BRLPS reserves the right to shortlist candidates based on qualification and relevant experience.

**Chief Executive Officer,  
Bihar Rural Livelihoods Promotion Society**