JOB ADVERTISEMENT NO - 4/2017

Applications are invited from bona fide Indian Nationals for recruitment to the following posts of Tripura Rural Livelihood Mission (TRLM) for implementation of Deen Dayal Upadhyaya- Grameen Kaushalya Yojana (DDU-GKY) in the State.

1. Details of the vacant posts

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the post</th>
<th>No. of Posts</th>
<th>Monthly remuneration at entry level (in ₹)</th>
<th>Monthly Remuneration after probation (in ₹)</th>
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<tr>
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<td>SC</td>
<td>ST</td>
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<tr>
<td>1</td>
<td>State Mission Manager (IT &amp; Inspection)</td>
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<td>2</td>
<td>State Mission Manager (Finance and Proposal)</td>
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<td>1</td>
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<tr>
<td>3</td>
<td>State Mission Manager (Pedagogy and learning Management)</td>
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<td>1</td>
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<td>4</td>
<td>State Mission Manager (Migration and Placement)</td>
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<td>1</td>
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<td>Total</td>
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</table>

2. Detailed particulars of the posts and eligibility criteria are given in Annexure - A.
3. Applicants should submit applications online starting from 01. 12. 2017 and ending at 11.00 PM on 20.12.2017.
4. An applicant opting for applying for more than one posts, should select the posts in the application form for which he/she intends to apply. One applicant should apply for more than one posts, if intended, ON A SINGLE APPLICATION ONLY, provided required qualification/ experience etc. are in possession of the candidate.
5. Engagement to the aforementioned posts shall be purely on contract basis for a period of 12 (Twelve) months. However, the incumbent may be re-engaged after giving one day break in case of good performance in the previous contract period.
6. The applicant shall not be more than 40 years of age as on 30.11.2017. However, the upper age limit is relaxable upto 5 (five) years for SC/ST candidates.
7. The selected candidates will have to undergo probation for a period of 6 (six) to 9 (nine) months. On successful completion of the probation period, remuneration of the incumbent will be enhanced. Other benefits will also be extended to the incumbent according to HR Manual of TRLM. Remuneration package and the HR Manual can be seen at website trlm.tripura.gov.in
8. The numbers of posts may increase or decrease depending upon the circumstances.
9. Engagement may be terminated from either side with one month’s prior notice.
10. In case of in-service candidates, ‘No Objection’ issued by the current employer should be submitted at the time of Group Discussion (GD)/ Personal Interview (PI), failure to do so will render the candidature liable for cancellation.
11. In case Grade/ CPI/ CGPA is awarded by the board/ University instead of total marks, it is to be converted into percentage of marks following the formula adopted by the concerned Board/ University and is to be mentioned in the application form at the appropriate place.
12. Recruitment shall follow the selection procedure of TRLM notified vide no. F.No.3 (51)-RD(TRLM)/2013/Part-III/ 742-50 dated 20.05.2017. It can be seen at website trlm.tripura.gov.in
13. Candidates qualified for GD shall produce self attested copies of all testimonials/ certificates/ mark sheets related to qualifications, Scheduled caste/tribe (if SC/ST), date of birth, Nationality, Experience etc.
14. Applications of candidates without having the required qualification, experience etc. shall be summarily rejected.
15. Proficiency in Computers for all post is essential.
16. Selected candidates will have to work and stay in rural areas of the State.
17. No TA/DA shall be provided to the candidates for appearing in CAT/GD/PI.

Steps to apply online:

1. Visit rural.tripura.gov.in or trlm.tripura.gov.in for the link showing ‘APPLY ONLINE IN TRLM.’
2. Clicking on the link will open the portal for submitting online application, where the candidates may check the advertisement once again.
3. On the portal, the link ‘Apply Online’ will open the application form.
4. The applicant should fill up all the essential fields (with red asterisk) with correct information.
5. Photograph and signature of the applicant should be uploaded at the appropriate place. Size of the photograph and signature should not be more than 50 kb and 20 kb respectively in Jpg/Jpeg format.

6. The application should be saved and re-checked before final submission.

7. After clicking on ‘Submit Application’ no further editing is possible.

8. After submission, a completed application form along with token number will be generated. The candidate should note down the token number for future reference.

9. The completed application shall be printed, signed by the candidate with date, and be kept in his personal custody for future reference.

10. Candidate should bring the printed copy of the signed application form during every step of selection process.

11. The candidate may access the submitted application form subsequently by logging in at the link ‘Print Application’, where his token number is the user ID and the date of birth is the password.

(Arupratan Sarma)
Chief Executive Officer
Tripura Rural Livelihood Mission

Copy to:

1. PS to the Hon’ble Minister, RD Department for kind information of the Hon’ble Minister.

2. The Principal Secretary, RD Department for kind information.

3. The Joint Secretary (Skills), MoRD, Govt. of India for kind information.

4. The Chief Information Officer, National Team for DDU-GKY, with a request to arrange display of the advertisement on website ddukg.gov.in

5. The Director, Information Technology with a request to arrange display of the advertisement on website rural.tripura.gov.in, tripura.gov.in and trlm.tripura.gov.in.

Chief Executive Officer
Tripura Rural Livelihood Mission
**Annexure-A**

**Particulars of the post for recruitment in Tripura Rural Livelihood Mission (TRLM) - Adv. No. 4/2017**

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name of the Post</th>
<th>Status of engagement</th>
<th>No. of Posts</th>
<th>Upper age Limit (Yrs)</th>
<th>Educational Qualification</th>
<th>Experience</th>
<th>Monthly remuneration at entry level</th>
<th>Monthly remuneration after probation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>State Mission Manager (IT &amp; Inspection)</td>
<td>Contractual</td>
<td>1</td>
<td>40</td>
<td>BE/BTech/ MCA</td>
<td>1. 5 year’s or more experience is desirable in Information &amp; Technology field.</td>
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<td>50,000</td>
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<td>2. Experience in design, project management of medium scale IT system is required</td>
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<td>3. Proven experience in project performance management/ quality assurance/ Monitoring etc. in development projects.</td>
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<td>4. Experience with the Government shall be preferred.</td>
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<th>Experience</th>
<th>Monthly remuneration at entry level</th>
<th>Monthly remuneration</th>
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</table>
| 2     | State Mission Manager (Finance and Proposal) | Contractual          | 1            | 40                    | Chartered Accountant (CA) Or, MCOM/ MBA (Finance)                     | 1. 5 years (for CA 3 years) or more experience is desirable in relevant technical and managerial experience in financial monitoring and evaluation of projects.  
2. Proven experience in Project Appraisal from financial risk perspective, project financial performance management.  
3. Experience in conducting audit, finalization of accounts and management of audit preferred.  
4. Experience in developing financial process and systems for development projects.  
5. Prior experience in financial process and systems for development projects.  
6. Prior experience in financial management of World Bank projects is desirable.  
7. Knowledge and experience in Government financial rule (GFR/ DFR) is desirable. | 40,000               | 50,000              |
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<th>Educational Qualification</th>
<th>Experience</th>
<th>Monthly remuneration at entry level</th>
<th>Monthly remuneration after 3 years</th>
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<tr>
<td>3</td>
<td>State Mission Manager (Pedagogy and learning Management)</td>
<td>Contractual</td>
<td>1</td>
<td>40</td>
<td>Post-Graduate or equivalent in Management or relevant discipline including Library Science/ MSW/ Development Research/ Management/ Learning Management.</td>
<td>1. Proven experience in developing curriculum standards for skill/ vocational training, experience in development of NOS/ curriculum development/ L &amp; D in skill would be given preference. 2. Proven experience in undertaking quality assurance in training quality management. 3. Knowledge and experience of training/ skill requirements in specific industry sectors. 4. Experience in assessing training quality and trainer quality. 5. Knowledge and experience of training/ skill requirements in specific industry sectors. 6. Knowledge and in depth understanding of skill assessment frameworks in national and international context. 7. Experience in designing QA standards and protocols.</td>
<td>40,000</td>
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**Status of engagement**: Contractual

**No. of Posts**: 1

**Upper age limit (Yrs)**: 40


**Experience**:

1. Proven experience in tracking, follow-up, root cause analysis, assessments, law enforcement in multi-stakeholder ecosystem, experience in pre-sales preferred.

2. Proven experience in M & E preferably programmatic and for a large scale program. Experience in skilling sector is preferred.

**Monthly remuneration at entry level**: ₹ 40,000

**Monthly remuneration**: ₹ 50,000