

**GOVERNMENT OF INDIA  
NORTH EASTERN COUNCIL SECRETARIAT  
NONGRIM HILLS : : SHILLONG**

No. NEC/IFAD/2002/2 (Vol. I)

Dated, the 12<sup>th</sup> June, 2009

**ADVERTISEMENT**

Applications are invited from Indian Citizens for appointment on deputation (including short term contract) basis to the post of **Programme Coordinator and Development Strategist, (PCDS), North Eastern Regional Community Resource Management Project (NERCORMP) for Upland Areas** (NERCRMS, the society implementing the project is a society funded by the Government of India registered under the Societies Registration Act and administered by the North Eastern Council under the Ministry of Development of North Eastern Region), 'Sympli Building', First Floor, Near Law College, Malki-Dhankheti, Shillong – 793001, Meghalaya, India. His tenure would be for three years unless otherwise decided by the Chairman, NERCRMS, or for such terms and subject to such conditions, as may be prescribed by the Board of Management of the Project. The pay and other terms and conditions of deputation/contract will be regulated in accordance with Government of India DOPT's O.M. No. 2/29/91-Estt (Pay-II) dated 5.1.94, as amended from time to time, or the Board of Management decisions as regards the project pay and allowances for the PCDS.

The eligibility criteria and the qualifications, experience etc. required for the post are indicated in the detailed advertisement placed in the websites [www.necorps.org](http://www.necorps.org) and [www.necouncil.gov.in](http://www.necouncil.gov.in)

Eligible and willing candidates may apply through proper channel to the undersigned and send in the Proforma for Application given along with detailed advertisement given in the aforementioned websites and the same may be forwarded by their respective employers along with CR dossiers for last 5 (five) years within Sixty (60) days from the date of publication of this Advertisement in the Employment News.

In case an applicant is working in a non-Government organization, employer's certificates as regards his performance during last five years may be forwarded along with the application.

The Application Form filled in completely and with all relevant documents attached may be sent to :

**“The Director (Admn. & Plg.), NEC Secretariat, Nongrim Hills, Shillong – 793 003.”**

**[U.K. Sangma]**  
Secretary, NEC  
&  
Chairman, NERCRMS

**DETAILED ADVERTISEMENT**  
**FOR**  
**PROGRAMME CO-ORDINATOR & DEVELOPMENT STRATEGIST (PCDS) NERCORMP**

1. **Name of the post** : **Programme Coordinator and Development Strategist**, North Eastern Regional Community Resource Management Project (NERCORMP) for Upland Areas, 'Sympli Building', First Floor, Near Law College, Malki-Dhankheti, Shillong – 793001, Meghalaya, India.

The NERCORMP was a joint livelihood project of the IFAD and NEC, Ministry of DoNER, Government of India. After the IFAD funding came to an end, it is now a project entirely run and funded by the NEC, Government of India.

2. **Scale of Pay (Project Pay)** : **PB – 4 : Rs 44,000 - Rs 67,000 [PB-4 of the NERCORMP] [Grade Pay – Rs 10,000]**

3. **Eligibility Conditions/Qualifications** : A deputationist would be eligible for accepting the scale indicated above or to seek protection of their earlier pay and draw deputation allowance as per Central Government norms.

a) Essential

- : (i) Master's Degree in Agriculture and Allied spheres including Economics, Finance and Development or MBA from a reputed institute (equivalent to IIMs and XLRI),

**OR**

- (ii) A member of the Indian Administrative Service/ Indian Forest Service/Central Service Group "A",

**AND**

- (iii) Minimum 10 (ten) years of experience in management of development programmes and holding a post in the parent cadre in the Government of India with the Grade Pay of Rs 8700/- or more are essential. (Government Pay specification is applicable in case of the Government employees desirous of being considered for the post)

b) Desirable

- : (i) Experience as Project Manager for an international/ national funded project, (ii) Working experience in the North Eastern Region will be preferred, (iii) Experience of participatory and community based development process, (iv) Initiative, commitment and capacity for innovative, lateral thinking, (v) Empathy for tribal communities, (vi) Willing to travel extensively, (vii) Ability to communicate with, and motivate, wide range of people including Senior Executive Officials, Non-Governmental Organisations and communities, (viii) Willing to accept the tenure of at least 3 years, (ix) Educational

eligibility criteria are relaxable for exceptionally experienced persons.

c) Age : Maximum age limit – 50 (fifty) years as on the closing day of submission of the application.

4. **Period of Deputation** : The period of deputation shall not ordinarily exceed 3 (three) years.

5. **General Information on Duty, Function and Power :**

- i) He/She shall be the full time Chief Executive of the Project. He/She shall convene all the meetings of the Board of Management and Executive Council as Convenor in consultation with the Chairman of the NERCRM Society.
- ii) It shall be his/her duty to see that the provisions of the bye-laws of the society, the rules and regulations and decisions of the Board of Management/ Executive Council are faithfully observed/ carried out and shall possess all powers necessary for this purpose.
- iii) It shall be his/her duty to co-ordinate and exercise general supervision over all the activities under the project.
- iv) In any emergency situation which, in the opinion of the PCDS, requires immediate action to be taken, he/she shall take such action as deemed necessary and shall, at the earliest opportunity, thereafter, report his/her action to the Chairman of the NERCRM Society.
- v) The other duties, powers and functions of the PCDS shall also be governed as per the bye-laws of the Society.

**[U.K. Sangma]**  
Secretary, NEC.

## PROFORMA FOR APPLICATION

1. Name of the applicant:
2. Present Address/ Address for communication:
3. Permanent Address :
4. Date of Birth (in Christian Era):
5. Date of superannuation under Central/ State Government Rules :  
(if working under Government)
6. Educational Qualifications :
7. Whether Educational and other qualification required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the rules, State the authority for the same)

	Qualifications/Experience required	Qualification/Experience possessed by the Officer
Essential	i) ii) iii)	
Desirable	i) ii) iii)	

8. It may be stated clearly whether, in the light of entries made by the candidate above, he meets the requirements of the post
9. Educational Qualifications (High School onwards)

Sl. No. (i)	Examination (ii)	Board/University (iii)	Year of Passing (iv)
Class/Division (v)	% of Marks obtained (vi)	Position (if any) (vii)	

10. Details of employment in the chronological order. Enclose a separate sheet duly authenticated by the candidate's signature in the following proforma :

Office/Institute/Orgn. (i)	Post held (ii)	From (iii)	to (iv)	Scale of Pay & Basic Pay (v)
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Nature of Duties  
(vi)

11. Nature of present employment i.e ad hoc or temporary or quasi-permanent or permanent.
12. In case the present employment is held on deputation/contract basis, the following may be stated:
  - (a) The date of initial appointment.
  - (b) Period of appointment on deputation/contract
  - (c) Name of the parent office/organization which the candidate belongs to

13. Additional details about present employment: it may be stated whether the candidate is working under Central Government/ State Government/ Autonomous Organisation/ Government Undertaking/ Universities.
14. Is the candidate in the revised scale of pay in his organization? If yes, the date from which the revision took place may be given and the pre-revised scale may be indicated also.
15. Present post and date from which it is held, scale of pay and basic pay therein.
16. The status/ experience/ position of the candidate as regards Desirable Qualifications given above.
17. Awards won (if any)
18. Total emoluments per month now drawn
19. Membership of professional societies, if any.
20. Additional information, if any, which the candidate would like to mention in support of his suitability for the post. Enclose separate sheets if the space is insufficient.
21. Whether belongs to SC/ST/OBC

Signature of Candidate

Date \_\_\_\_\_

Countersigned  
(Employer)

Address \_\_\_\_\_