

Government of Tripura
State Mission Management Unit
Tripura Rural Livelihood Mission
Rural Development Department

No.F. 3(3)-RD(TRLM)/2012/V-II/ 3662-80

Dated. 14.12.2015

ADVERTISEMENT No. 5/ 2015

Applications in prescribed form are invited from bona fide Indian Nationals for recruitment to the following post of Tripura Rural Livelihood Mission (TRLM).

Sl. No.	Name of the Post	No. of posts			
		SC	ST	UR	Total
1	State Mission Manager (Human Resource Management)	-	-	1	1
2	Programme Manager (Skill & Placement)	-	-	1	1
3	District Coordinator (Skill & Placement)	-	1	2	3
4	District Coordinator (Livelihood & Marketing)	-	1	2	3
5	Cluster Coordinator	5	7	12	24

2. Detailed particulars of the posts is given in annexure – A. The number of posts may increase or decrease depending on the circumstances.

3. An applicant may apply for more than one post if he/ she meets the eligibility criteria for all the posts that he/ she intends to apply for.

4. Applications in prescribed form (Annexure – B) shall be received upto 5 PM on 30.12.2015 in the Office of the Chief Executive Officer, TRLM (Block No. 4, Room No. 103 of New Secretariat Building, Capital Complex, Agartala). Applications may be submitted by hand or by registered post to the aforementioned address. Any application received after the closing date and time shall not be accepted.

5. Engagement to the aforementioned posts shall be purely on contract basis for a period of not more than 11 (Eleven) months. Re-engagement for further periods may be issued in case of satisfactory performance after giving one day break on completion of the earlier period. However, engagement may be terminated from either side with one month's prior notice.

6. Incumbents to the abovementioned posts shall be entitled to annual enhancement in remuneration, leave, travel allowance and other benefits in pursuance of the approved HR Manual of TRLM.

7. The applicant shall not be more than 40 years of age as on 14.12.2015. However, the upper age limit is relaxable upto 5 years for SC / ST candidates.

8. Any intending applicant serving in any Office/ establishment/ organization shall submit the application through his/ her employer or alongwith 'No-objection Certificate' from his/ her employer. Such application must reach this office within the last date invariably.

9. An applicant employed/ engaged in any Govt. establishment/ organization or PSU may apply for appointment on deputation to the posts of Cluster Coordinator if the qualification and experience etc. matches the requirements. In that case the applicant is to apply through his/ her employer or alongwith No Objection Certificate from his/ her employer. Such applications must reach this office within the last date invariably.

10. Application is to be submitted in the prescribed form alongwith the following documents.


- I. One copy recent passport sized photographs is to be affixed on the application form.
- II. Self Attested copy of the age proof certificate.
- III. Self Attested copy of citizenship certificate/ PRTC.
- IV. Self Attested copy of the certificates of educational qualification (starting from Board Examination).
- V. Self Attested copy of experience certificate.
- VI. Self Attested copy of any other relevant document.
- VII. Self Attested copy of Scheduled Caste/ Tribe Certificate, if the applicant is a member of SC/ ST.
- VIII. Self Attested copy of No Objection Certificate in case of in-service applicant.

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. Applications of candidates not having the required qualification, experience etc. shall be summarily rejected.

13. No TA/ DA etc. shall be admissible to the candidates for attending interview etc.

14. Details of the advertisement may also be seen at the website www.rural.tripura.gov.in.


14.12.2015


(Arupratan Sarma)

Chief Executive Officer

Tripura Rural Livelihood Mission

Copy to :

1. The PS to the Hon'ble Minister for Rural Development for kind information of the Hon'ble Minister.
2. The Principal Secretary, for kind information.
3. The District Magistrate & Collector, North Tripura/ Unakoti/ Dhalai/ Khowai/ West Tripura/ Sepahijala/ Gomati/ South Tripura for information and needful action.
4. The Project Director, DRDA, North Tripura/ Unakoti/ Khowai/ West Tripura/ Sepahijala for information and needful action.
5. The District Mission Manager (PD, DRDA), Dhalai/ Gomati/ South Tripura for information and needful action.
6. The Director, Information Technology with a request to arrange display of the advertisement on website www.rural.tripura.gov.in.


14.12.2015
CEO, TRLM

Particulars of the post for recruitment
in Tripura Rural Livelihood Mission (TRLM) – Advt. No. 5/2015

Sl No.	Name of the Post	No. of Post	Maximum Age	Mode of recruitment	Required qualification	Required experience	Monthly remuneration (in ₹)
1	State Mission Manager (Human Resource Management)	1	Max: 40 yrs	Direct recruitment on contractual basis	<p>Post Graduation in Social Work/ Management- HR/IR/PR with</p> <p>The following skills are essential</p> <ol style="list-style-type: none"> 1) Experience in working with government livelihood schemes, 2) Understanding of behaviour social mobilization and behaviour change communication. 3) Programme design skill. 4) Analytical, influencing and negotiating skill. 5) Good English and Bengali writing and oral communication skill. 6) Computer skill. <p>Also the incumbent should have the thorough knowledge about the state.</p>	3 (three) years of experience in conducting training programme and capacity building events in social/ community /livelihood development programs funded by external agency or central government.	40,000
2	Programme Manager (Skill & placement)	1	Max: 40 yrs	Direct recruitment on contractual basis	<p>Post Graduate in Social Work / Agro Economics Agriculture/ Veterinary Science/ Dairy Science/HR/ Rural Management/Agriculture etc having Also the following skills are essential:</p> <ol style="list-style-type: none"> 1) Excellent partnership 	2 (two) years experience in identification of skills, promoting skilled persons to the industries,	30,000

					<p>building, Communication and management skills to work with the private sector, government institutions, NGOs and development partners.</p> <p>2) Strong communication skills in all forms including written, oral, email, telephone and presentation</p> <p>Capable of hands on problem – solving, with ability to generate ideas and solutions.</p>	conducting training in Social / Community Development Sector or for rural unemployed youths.	
3	District Co-ordinator (Skill & Placement)	3	Max: 40 yrs	Direct recruitment on contractual basis	Post Graduate Degree in Social Work / Rural Development / Management / Mass Communication.	-	22,000
4	District Co-ordinator (Livelihood & Marketing)	3	Max: 40 yrs	Direct recruitment on contractual basis	Post Graduate Degree in Social Work / Rural Development / Management / Mass Communication.	-	22,000
5	Cluster Coordinator	24	Max: 40 yrs	Direct recruitment on contractual basis	Graduate Degree in Social Work / Rural Development / Management / Mass Communication	-	13,000
				On deputation from Govt. deptt./ PSU	-	5 (Five) years experience in Social mobilization, Institution Building, Capacity Building, Livelihood in Rural Sector	According to LPC

APPLICATION FOR RECRUITMENT IN TRLM
Advertisement No. 5/2015

1. Name of the Candidate :
2. Father's Name :
3. Husband's Name :
(in case of married female applicant)
4. Mother's Name :
5. Date of Birth :
6. Post Applied For : (i)
(ii)
7. Permanent Address :
8. Address for correspondence :
9. Contact Phone Number
(the phone number must be an active one)
10. Contact email id :
(the email id must be an active one)
11. Nationality :
12. Religion :
13. Whether SC/ ST, if so, name of the Caste/ Tribe :
14. Whether in service in any organization. If so details of the organization is to be given
15. Educational qualification (Starting from Madhyamik or equivalent exam):

Affix recent passport size photograph
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Name of the Exam/ Degree	Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class

16. Details of Experiences :

Organization	Position held	Job profile	Duration (in years & months)	Any other relevant information

Declaration :

I do hereby declare that, all the information given above is true to the best of my knowledge and belief. I also understand that my candidature/ selection shall be liable for cancellation in case any of the information is found to be incorrect/ false.

Signature of the Candidate

Date:

Place: