



## RASHTRIYA GRAM SWARAJ ABHIYAN (RGSA)

DGSL/PM/C/01/2024

25-06-2024

### NOTIFICATION

Applications are invited from qualified and experienced candidates for appointment on contract basis to various posts for a Project Management Unit (PMU) of Rashtriya Gram Swaraj Abhiyan (RGSA) in Local Self Government Department (LSGD), Kerala. Interested candidates may apply via **ONLINE** mode only by filling the prescribed online application form given in the website of Centre for Management Development (CMD), Thiruvananthapuram ([www.cmd.kerala.gov.in](http://www.cmd.kerala.gov.in)). The online application submission link will open on **27/06/2024 (10.00 am)**. The last date for submitting the online application will be **11/07/2024 (05.00 pm)**. The details are as follows;

<b>I.</b>	<b>Post</b>	Project Manager
	<b>No. of Vacancy</b>	01
	<b>Qualification</b>	<b>MBA/MA in Public Administration/Rural Management - (Regular Stream)</b>
	<b>Experience</b>	<b>10 years' experience</b> in the implementation and management of developmental projects in Government/Local Government Sector. <b>Experience in financial management systems. IT based analytical skill is essential.</b>
	<b>Key Responsibilities</b>	The main task for Project Manager is to support the Nodal Officer for smooth implementation of RGSA projects. He/She should have the capacity to manage projects, taking care of Financial/Administrative/Legal aspects. The team leader should have the following competency; <ul style="list-style-type: none"> <li>• Good knowledge in developmental administration and various functions related to local self governments.</li> <li>• Ability to coordinate district project managers and reporting of project progress to higher officers.</li> <li>• Good leadership, technical competence and professional skill for timely implementation, coordination and management of activities.</li> <li>• Good interpersonal and communication skills.</li> <li>• Good reporting skills in English and Malayalam.</li> </ul>
	<b>Remuneration</b>	Consolidated pay of Rs. 43,155/- pm.
	<b>Age</b>	Maximum age limit is <b>45 Years</b> as on <b>31/12/2023</b> .
	<b>Contract Period</b>	The appointment is on Contract basis for a period of One year. The contract will be renewed every year, if necessary based on performance reviews. The work location will be at Thiruvananthapuram.

<b>II.</b>	<b>Post</b>	District Project Manager & Specialist (MIS)
	<b>No. of Vacancy</b>	02
	<b>Qualification</b>	<b>B.Tech in CS/IT or MBA in System Management.</b>
	<b>Experience</b>	<b>4 years' experience in Management Information System.</b> Experience in software development, programming are desirable.
	<b>Key Responsibilities</b>	<p>The main task for District Project Manager &amp; Specialist (MIS) is to Implement and monitoring of projects at district level strengthen the M&amp;E system of panchayats to improve the internal monitoring systems and there by improve the capacity of local bodies. District Project Manager &amp; Specialist (MIS) will monitor inputs and outputs, evaluate outcomes and use these information for changes in policies, programmes etc. The District Project Manager &amp; Specialist (MIS) should have the following competency;</p> <ul style="list-style-type: none"> <li>• Good knowledge in panchayat administration and related aspects of local governments.</li> <li>• Good leadership, technical competence and professional skill for timely implementation, coordination and management of activities.</li> <li>• Sound knowledge in information and technology essential for information management and local governments.</li> <li>• Ability to work in a team, develop synergies and establish effective working relations with various stakeholders.</li> <li>• Good interpersonal and communication skills.</li> <li>• Good reporting skills in English and Malayalam.</li> </ul>
	<b>Remuneration</b>	Consolidated pay of Rs. 31,920/- pm.
	<b>Age</b>	Maximum age limit is <b>45 Years</b> as on <b>31/12/2023</b> .
	<b>Contract Period</b>	<p>The appointment is on Contract basis for a period of One year. The contract will be renewed every year, if necessary based on performance reviews.</p> <p>The candidates should be willing to work in any part of Kerala.</p>

### **Instructions / Informations for Candidates**

1. Admittance to various stages of the recruitment will be provisional only and will not confer any claim for appointment unless various other conditions of selection processes are satisfied. Detailed scrutiny of the applications/credentials will be conducted before interview/appointment. Any discrepancy found during the detailed scrutiny will result in the rejection of the candidature.
2. **Age:** Maximum age limit is fixed as **45 Years** as on **31/12/2023** for the above posts.
3. **Post qualification work experience of the Candidate until 31/05/2024** will be considered.

4. Candidates will have to upload their passport size photograph (taken within six months), signature and copies of certificates proving qualification and experience while submitting the application. The photograph and signature must be in JPEG format. The size of the photograph must be less than 200 kb and the size of the signature should be less than 50 kb. The copies of certificates shall be either in JPEG format or in PDF format and shall not exceed 5mb size.
5. The Qualifications should be from UGC approved Universities/Technical Board/Institutions. The candidates those who claim equivalent qualification instead of qualification mentioned in the notification shall upload the relevant Government Order or an equivalency certificate issued by UGC approved Universities/Technical Board/Institutions from Kerala to prove the equivalency at the time of online application, then only such qualification shall be treated as equivalent to the prescribed qualification concerned.
6. Candidate should clearly mention the percentage of marks (G.P.A if any should be converted into percentage) scored in their qualifying examination in the application. In the event of any information provided by the candidate being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice.
7. Principal Directorate of LSGD, Kerala/CMD is not responsible for any discrepancy in submitting the application through Online. Before submission of the online application, candidates must check that they have filled correct details in each field of the online application form. After submission of the online application form, no change/ correction/ modification will be allowed under any circumstances. Requests received in this regard in any form like Post, Fax, Phone, Email, by hand, etc. shall not be entertained.
8. Candidates must upload their qualification certificates and experience certificates while applying. Those who fail to upload the certificates shall be summarily rejected.
9. Principal Directorate of LSGD, Kerala/CMD reserves the right to shortlist the number of candidates for interview, as the case may be for the post based on marks secured in the written test.
10. Candidates should provide a valid email ID (personnel) and mobile number as all correspondence pertaining to recruitment will be communicated on email address and mobile number provided at the time of filling online application. Any request for change of mobile number and e-mail address will not be entertained at any stage.
11. Principal Directorate of LSGD, Kerala reserves the right to reject the candidature/cancel the appointment/cancel the recruitment process at any stage without assigning any reason.
12. Canvassing in any form will lead to disqualification.

Sd/-  
Authorized Signatory

\*\*\* \*\*