



**National Institute of Rural Development & Panchayati Raj**  
**Rajendranagar, Hyderabad-500030**  
**Centre for Corporate Social Responsibility, Public Private Partnership &**  
**Peoples' Action (CSR, PPP & PA)**

**Advt. No. 1/2020**  
**No.NIRDPR/Admn.A/2020/CSRPPP&PA**

**NIRDPR** is a premier Institute providing training, research and consultancy activities in rural development. **Centre for Corporate Social Responsibility, Public Private Partnership & Peoples' Action, NIRDPR** invites online applications from qualified and experienced persons to work for the following positions purely on contract basis -

**VACANCY ANNOUNCEMENT**

Positions	Training Manager	Project Assistant-A
Number of Vacancy	One	One
Duration	One Year	One year
Monthly Remuneration	Rs.40,000/-	Rs. 22,000/-
TA/DA	As per NIRDPR norms for project staff	As per NIRDPR norms for project staff
Essential Qualifications	<ul style="list-style-type: none"><li>PG Degree in any Social Science /Social Work, with first class and a very good academic record throughout.</li></ul>	<ul style="list-style-type: none"><li>PG Degree in any Social Science /Social Work, with a very good academic record throughout</li></ul>
Desirable Qualification	<ul style="list-style-type: none"><li>Ph.D., Degree is preferable</li><li>Excellent writing command in English,</li><li>Good communication skills in English and Hindi</li><li>Willing to travel</li><li>Proficiency in MS Office/ Data Base Management.</li></ul>	<ul style="list-style-type: none"><li>Excellent writing command in English,</li><li>Good communication skills in English and Hindi</li><li>Willing to travel</li><li>Proficiency in MS Office/ Data Base Management.</li></ul>
Experience	<ul style="list-style-type: none"><li>Minimum of Five Years of Experience in Coordination &amp; Networking with NGO's/INGO's &amp; Voluntary Agencies.</li></ul>	<ul style="list-style-type: none"><li>Minimum of Two Years of Experience in Coordination &amp; Networking with NGO's/INGO's &amp; Voluntary Agencies.</li></ul>
Job Responsibilities	<ul style="list-style-type: none"><li>Assist to Conduct National Conclaves and Trainings for NGO's</li><li>Coordination and Networking with Public &amp; Private Organisations, NGO's/INGO's and Voluntary Agencies.</li><li>Report, Output writing on trainings and consultations.</li><li>Data Base Management</li></ul>	<ul style="list-style-type: none"><li>Assist to Conduct National Conclaves and Trainings for NGO's</li><li>Coordination and Networking with Public &amp; Private Organisations, NGO's/INGO's and Voluntary Agencies.</li><li>Report, Output writing on trainings and consultations.</li><li>Data Base Management</li></ul>
Age	Below 35 Years	Below 35 years
Mode of Selection	Personal Interview	Personal Interview

**General Conditions:**

- This assignment is purely temporary and does not envisage any kind of regular appointment in NIRDPR in future.
- The Institute has right to shortlist the candidates as may be necessary.

- Canvassing in any form will be treated as disqualification.
- No correspondence or telephonic enquiry will be entertained as regards short listing, calling for interview, selection or engagement.
- The Institute reserves the right to relax any of the requirements i.e., educational qualification, experience, experience etc. in exceptional cases.
- The selection will be at NIRDPR, Rajendranagar, Hyderabad.
- Interested candidates who are eligible may **apply through online** ( <http://www.nirdpr.org.in> or [http:// career.nirdpr.in](http://career.nirdpr.in)) by uploading the scanned copies of Testimonials, Experience certificates, latest Photograph, Signature and related documents. Shortlisted candidates will be called for Personal Interview.
- No TA/DA will be paid to the shortlisted candidates.
- The last date of submitting applications online is **20-01-2020**