



NATIONAL INSTITUTE OF RURAL DEVELOPMENT AND PANCHAYATI RAJ
(Ministry of Rural Development, Government of India)
Rajendranagar, Hyderabad – 500 030.

Advt. No.11/2019
(No. NIRDPR/RSETI/Admin/Staffrecruitment/PD/2/2019-20)

National Institute of Rural Development and Panchayati Raj is a premier Institute of national and international repute in terms of capacity-building and research in the realm of Rural Development and related aspects. Rural Self Employment Training Institutes (RSETI), NIRDPR proposes to engage the services of suitable candidates for the following positions on short term contract basis. The details with regard to the remuneration, qualifications, experience, age, etc., are as follows:

Post	Tenure of engagement	Age	Consolidated monthly remuneration	Essential Qualification	Experience
Project Manager (02)	One year (Further extendable based on performance)	30 to 35 years	Rs.35,000/- per month	<ol style="list-style-type: none">1. Post graduate in Social Work (MSW), Business Administration (MBA), Rural Development (MARD), etc2. Proficiency in English & Hindi written & oral3. Sound knowledge in MS Office especially in MS Excel & Internet	5 years in govt. / semi govt./ corporate body engaged in rural development
Project Assistant (02)	One year (Further extendable based on performance)	25 to 30 years	Rs.20,000/- per month	<ol style="list-style-type: none">1. Minimum Post graduation2. Proficiency in English & Hindi written & oral3. Sound knowledge in MS Office especially in MS Excel, PPT, Photoshop, Internet4. Good typing skills	2 to 3 years experience in secretarial assistance and data entry
Attender (01)	One year (Further extendable based on performance)	20 to 30 years	Rs.10,000/- Per month	<ol style="list-style-type: none">1. Minimum matriculation pass2. Should be able to read and write English	2 to 3 years in any office in maintaining files, photocopying, letter despatch and other messenger / attender duties including going to the bank for remittances.

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.
- However, if the number of candidates is more, a written test on issues related to Rural Development flagship programmes & training methodology for the post of Project Manager and typing & M S Office / Excel skills for the post of Project Assistant will be held
- Canvassing in any form will be treated as disqualification
- No correspondence or telephonic enquiry will be entertained as regards shortlisting, calling for interview, selection or engagement.
- The Institute reserves the right to relax any of the requirements i.e., educational qualification, experience etc. in exceptional cases.
- The selection will be at NIRD&PR, Rajendranagar, Hyderabad
- The candidates should apply through online registration available on the website www.nirdpr.org.in
- The last date for submitting applications online is **26.07.2019**

Sd/-

Assistant Registrar (E) i/c