

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

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F. No. 3(51)/RD (TRLM)/2017/Part-IV/911-17      Date: 05-06-2017

**JOB ADVERTISEMENT NO - 1/2017**

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

**1. Details of the vacant posts**

SN	Name of the Post	No. of Posts			
		SC	ST	UR	Total
1	Chief Operating Officer (Programme)	-	-	1	1
2	State Mission Manager (Livelihood & Marketing)	-	-	1	1
3	State Mission Manager (Human Resource Management)	-	-	1	1
4	Programme Manager (Knowledge Management and Communication)	-	-	1	1
5	Programme Manager (Livelihood-Farm)	-	-	1	1
6	Programme Manager (Livelihood - Non Farm)	-	-	1	1
7	Programme Manager (Procurement)	-	-	1	1
8	Programme Manager (Capacity Building & Social Inclusion)	-	-	1	1
9	Asst. Programme Manager	-	1	1	2
10	Block Mission Coordinator	3	7	9	19
11	Livelihood Coordinator- Farm	1	2	3	6
12	Livelihood Coordinator- Non farm	1	2	3	6
13	Cluster Coordinator	12	22	30	64
14	MIS Assistant	3	2	4	9
15	Accountant	3	3	8	14
16	Accounts Assistant	-	1	2	3
17	Documentation Asst.	-	1	1	2
<b>Total</b>		<b>23</b>	<b>41</b>	<b>69</b>	<b>133</b>

2. Detailed particulars of the posts and eligibility criteria are given in Annexure - A.

3. Applicants should submit applications online starting from 05.06.2017 and ending at 11.00 PM on 26.06.2017.
4. An applicant opting for applying for more than one posts, should select the posts in the application form for which he/she intends to apply. One applicant should apply for more than one posts, if intended, on a single application only, provided required qualification/ experience etc. are in possession of the candidate.
5. Engagement to the aforementioned posts shall be purely on contract basis for a period of 12 (Twelve) months. However, the incumbent may be re-engaged after giving one day break in case of good performance in the previous contract period.
6. The applicant shall not be more than 40 years of age as on 04.06.2017. However, the upper age limit is relaxable upto 5 (five) years for SC/ST candidates.
7. For the posts at Sl. No. 2 to 15, the selected candidates will have to undergo probation for a period of 6 (six) to 9 (nine) months. On successful completion of the probation period, remuneration of the incumbent will be enhanced. Other benefits will also be extended to the incumbent according to HR Manual of TRLM. Remuneration package and the HR Manual can be seen at website [trlm.tripura.gov.in](http://trlm.tripura.gov.in)
8. Probation period is not applicable for posts mentioned at Sl. No. 1, 16 and 17.
9. The numbers of posts may increase or decrease depending upon the circumstances.
10. Engagement may be terminated from either side with one month's prior notice.
11. An applicant employed/ engaged in any Govt. establishment/ organization or PSU may apply for appointment on deputation basis (for posts at Sl. No 10,13,14,15,16,17), if the qualification and experience etc. matches the requirement.
12. In case of in-service candidates, 'No Objection' issued by the current employer should be submitted at the time of Group Discussion (GD)/ Personal Interview (PI), failure to do so will render the candidature liable for cancellation.
13. 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.
14. Selection procedure for the posts shall be as given below
  - (i) For the post at sl. no. 1-13: According to the selection procedure of TRLM notified vide no. F.No.3 (51)-RD(TRLM)/2013/Part-III/ 742-50 dated 20.05.2017. It can be seen at website [trlm.tripura.gov.in](http://trlm.tripura.gov.in)
  - (ii) For the posts at sl. no 14-17: According to revised general employment guidelines of GA (P & T) Department, Government of Tripura notified vide no. No.F.23(8)-GA(P & T)/14 dated 23<sup>rd</sup> July, 2016. It can be seen at website [trlm.tripura.gov.in](http://trlm.tripura.gov.in)

15. Candidates qualified for GD shall produce self attested copies of all testimonials/ certificates/ mark sheets related to qualifications, Scheduled caste/tribe (if SC/ST), date of birth, Nationality, Experience etc.
16. Candidates applying to the posts mentioned at Sl. No 14 to 17 are to produce following documents during the time of personal interview
  - i. A self declaration stating the status of having Govt. employee among his/her family members. Format for Self declaration is given in Annexure-B.
  - ii. Recent income certificate from the SDM of his/her domicile sub-division showing total yearly income of the applicant's family.
17. Applications of candidates without having the required qualification, experience etc. shall be summarily rejected.
18. Proficiency in Computers for all post is essential.
29. Selected candidates will have to work and stay in rural areas of the State.
20. No TA/DA shall be provided to the candidates for appearing in CAT/GD/PI.

**Steps to apply online:**

1. Visit [rural.tripura.gov.in](http://rural.tripura.gov.in) or [trlm.tripura.gov.in](http://trlm.tripura.gov.in) for the link showing 'APPLY ONLINE IN TRLM.'
2. Clicking on the link will open the portal for submitting online application, where the candidates may check the advertisement once again.
3. On the portal, the link 'Apply Online' will open the application form.
4. The applicant should fill up all the essential fields (with red asterisk) with correct information.
5. Photograph and signature of the applicant should be uploaded at the appropriate place. Size of the photograph and signature should not be more than 50 kb and 20 kb respectively in Jpg/Jpeg format.
6. The application should be saved and re-checked before final submission.
7. After clicking on 'Submit Application' no further editing is possible.
8. After submission, a completed application form along with token number will be generated. The candidate should note down the token number for future reference.
9. The completed application shall be printed, signed by the candidate with date, and be kept in his personal custody for future reference.
10. Candidate should bring the printed copy of the signed application form during every step of selection process.

11. The candidate may access the submitted application form subsequently by logging in at the link 'Print Application', where his token number is the user ID and the date of birth is the password.

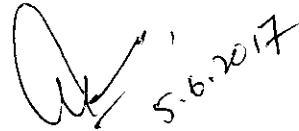


(Arupratan Sarma)

Chief Executive Officer  
Tripura Rural Livelihood Mission

Copy to:

1. PS to the Hon'ble Minister, RD Department for kind information of the Hon'ble Minister.
2. The Principal Secretary, RD Department for kind information.
3. The Joint Secretary and Mission Director, DAY-NRLM, MoRD, Govt. of India for kind information.
4. The Director, Information Technology with a request to arrange display of the advertisement on website *rural.tripura.gov.in* and *tripura.gov.in*
5. National Mission Manager, (MIS/ICT), NMMU, NRLM with a request to display the advertisement on website *aajeevika.gov.in*.
6. Programme Manager (MIS), SMMU, TRLM to display the advertisement on website *trlm.tripura.gov.in*



Chief Executive Officer  
Tripura Rural Livelihood Mission

**Particulars of the post for recruitment in Tripura Rural Livelihood Mission (TRLM)- Adv. No. 1/2017**

Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
1.	Chief Operating Officer (Programme)	Contractual	1	45	Post Graduate from any recognized university	Minimum 10 years or more experience in a similar position of Community Development/ Development of Rural Livelihoods implemented by Central Govt. / State Govt. / World Bank/ UNDP/ IFAD/ NABARD/ externally funded programmes of State / Central Govt. Preference shall be given to the candidates worked in rural Community based livelihood development programs for more than 10 years.	1,00,000

Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
2.	State Mission Manager (Livelihood and Marketing)	Contractual	1	40	<p>Post Graduate in Management (Agri. Marketing/ Agri. Business)/ Agri. Economics.</p> <p>Or, Graduate in Agriculture/ Horticulture/ Forestry/Fisheries/ Veterinary science/ Sericulture.</p>	5 (five) years or more experience is desirable in Rural Livelihood Programmes of Central Govt./ State Govt./ World Bank/ UNDP/ IFAD/ NABARD/ CSR programme on farm livelihood & Marketing.	40,000

Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
					<p>Or, Graduate in Agriculture/ Horticulture with PGDM in (Marketing/ Agri. Business/ Agri. Marketing).</p>	<p>Or, 5 (five) years or more experience is desirable in Rural Livelihood Programmes of Central Govt./ State Govt./ World Bank/ UNDP/ IFAD/ NABARD/ CSR programme on farm livelihood &amp; Marketing.</p>	
					<p>Or, Graduate or post graduate in Science/ Engineering/ Management/ Rural Development/ Economics/ Social Work.</p>	<p>Or, Minimum 5 (five) years or more experience in farm sector livelihood development programmes with the community and marketing of farm produces.</p>	

Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
3	State Mission Manager (HRM)	Contractual	1	40	Post Graduate in Social Work/ Management – HR/IR/PR.	5 (five) years experience is desirable in conducting training programme and capacity building events in Social/ Community/ Livelihood development programs funded by external agency or Government. Or, Worked as HR Manager/ HR executive in corporate sector with proven experience of recruitment and capacity building of staff shall also be considered.	40,000
4.	Programme Manager (Knowledge Management & Communication)	Contractual	1	40	Post Graduate in Mass Communication/ Knowledge Management/ Public Relation/ Post Graduate Degree or Diploma in Advertisement & Public Relations.	3 years or more experience is desirable in Knowledge Management and Communication in programmes of Rural Livelihoods/ Community Development of Central Govt./ State Govt./ World Bank/ UNDP/ Corporate sector/ Banks/ International NGOs with excellent written	30,000



Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
						and oral communication in English.	
					Or, PG in any discipline with excellent writing skills in English.	Or, 5 years experience is desirable in development and use of ICT material for community development programmes.	
5.	Programme Manager (Livelihood - Farm)	Contractual	1	40	Post Graduate in Management (Agri. Business/ Agricultural Marketing)/ Agri. Economics. Or, Graduate in Agriculture/ Horticulture Forestry/Fisheries/ Veterinary science/ Sericulture. Or, Graduate in Agriculture/ Horticulture with PGDM in (Marketing/ Agri. Business/ Agri. Marketig).	3 (three) years or more experience is desirable in Rural Livelihood Programmes of Central Govt./ State Govt./ World Bank/ UNDP/ IFAD/ NABARD/ CSR programme on farm livelihood & Marketing.	30,000

Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
					Or, Post graduate in Science/ Engineering/ Management/ Rural Development/ Economics/ Social Work.	Or, Minimum 3 years experience in farm sector livelihood development with the community.	
6.	Programme Manager (Livelihood – Non-Farm)	Contractual	1	40	PG in Marketing Management preferably with Agriculture/ Horticulture/ Dairy/ Fishery/ Veterinary Science at least at degree level Or PG in Agri Economics/ Agri./ Horticulture/ Fisheries/ Rural Management/ Social work.	3 years experience in externally funded livelihood projects/ centrally funded projects. Experience is desirable in working with producer organizations Value Chain development, Building livelihood institution of poor, preparation of project proposals, linkages with marketing institutions, innovations etc.	30,000
7.	Programme Manager (Procurement)	Contractual	1	40	Post Graduate in CA/ Financial Management/ ICWA/ Commerce.	3 years or more experience is desirable in the field of procurement/ financial management in the programmes of Central Govt./ State Govt./ World Bank/ UNDP/ Banks/ external aided projects of	30,000

Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
						State/ Central Government.	
8.	Programme Manager (Capacity Building & Social Inclusion)	Contractual	1	40	Post Graduate in Social Work/ Agri. Economics/ Agriculture/ Veterinary Science/ Dairy Science/ HR/ Rural Management etc.	3 years experience in social/ community development sectors.	30,000
9.	Asst. Programme Manager	Contractual	2	40	PG in Social Work/ Agriculture/ Dairy Science/ Agro. Economics/ Fisheries/ Commerce/ Marketing/ HR/ Rural Management/ Community Development/ Veterinary Science etc.	Experience in similar field is desirable. Incumbents should have through knowledge about the State.	18,000
10.	Block Mission Coordinator	Contractual Or, on deputation from Govt. deptt./ PSU/ Agency	19	40	Graduate in Social work/ Rural Development/ Management/ Mass Communication	Minimum 1 year experience in the thematic area in Social/ Community Development sector in Govt. deptt/ project or PSU.	18,000

Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
11.	Farm Livelihood Coordinator	Contractual	6	40	Graduate in Agriculture/ Horticulture/ Veterinary Science/Sericulture/ Forestry/Fisheries/ Agri. Marketing/ Agri. Economics/ Agri. Business.	-	18,500
					Or, Graduate in Science/ Engineering/ Management/ Rural Development/ Social Work.	1 years or more experience is desirable in farm sector livelihood development for rural community.	
12.	Non-farm Livelihood Coordinator	Contractual	6	40	Graduate in Agriculture/ Horticulture/ Veterinary Science/Sericulture/ Forestry/Fisheries/ Agri. Marketing/ Agri. Economics/ Agri. Business.	-	18,500

Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
					Or, Graduate in Science/ Engineering/ Management/ Rural Development/ Social Work.	1 years or more experience is desirable in nonfarm sector livelihood development for rural community.	
13.	Cluster Coordinator	Contractual	64	40	Graduate in Social work/ Rural Development/ Management/ Mass Communication	-	15000
		Or, on deputation from Govt. deptt.PSU/ Agency			-	5 years experience in Social Mobilization, Institution Building, Capacity Building, Livelihoods in rural sector.	According to LPC
14.	MIS Assistant	Contractual	9	40	Graduate degree in Computer Science/ Computer Application.	Nil	15,000
		Or, On deputation from Govt. Deptt./ PSU			Graduate in any discipline with 'O' level course in Computer application from Govt. recognized institute.	Minimum 3 years work experience in the related field in Govt. deptt/ Project or PSU.	According to LPC

Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
15.	Accountant	Contractual	14	40	Graduate degree in Commerce	1. Honour's Graduate in Commerce Or, 2. Graduste in Commerce with minimum 2 (two) years experience in the related field in Govt. Deptt./ Project of PSU or in Audit works in a CA firm empanelled by CAG.  (For SC/ST, candidates having graduation in any branch with the aforesaid experience shall be eligible, provided preference will be given to the Graduate in Commerce with aforesaid experience).	15,000
		Or, On deputation				-	On deputation from Govt. Deptt./ PSU. Must have been serving in a Govt. deptt./ PSU as Accountant
16	Accounts Assistants	Contractual	3	40	Graduate degree in Commerce	-	13,000
		Or,			-	-	According

Sl. No	Name of the Posts	Status of Engagement	No. of Post	Upper Age Limit (yrs.)	Educational Qualification	Experience	Monthly Remuneration at entry level in ₹
		On deputation from Govt. deptt. or PSU					to LPC
17	Documentation Assistant	Contractual	2 (two)	40	1. Graduate in any discipline from a recognized university 2. Good written and Oral English communication skills 3. Knowledge of MS office	-	13000
		Or, On deputation			On deputation from individuals working in any Govt. Deptt./ Agency/ PSU in the capacity of LDC or equivalent rank on regular/ contractual basis	At least 3 (three) years experience in the said capacity.	As per LPC

**SELF DECLARATION**

I, Shri/ Smt....., S/O,  
D/O,W/O.....,  
resident of (full address).....

.....hereby  
declare that

- a. There is no member in my family having government employment.
- b. There is member (s) in my family having government employment.  
(Strike out a or b whichever is not applicable)

This is true to the best of my knowledge and belief. If my declaration is found to be incorrect or untrue, my appointment may be terminated and I may be subjected to any penal action for giving untrue declaration.

Signature of witness with date

- 1. ....
- 2. ....

Signature of the applicant with date

(Full address)