

**North East Livelihood Promotion Society**  
Ministry of DoNER, Govt. of India  
House No.2, G.S. Road, Guwahati-781022

No.PD/NERLP/2012-13/158/(Vol II)

Dated: 18/09/2014

**Vacancy Announcement**

North East Livelihood Promotion Society, an autonomous body under Ministry of DoNER, Govt. of India, invites application for one post of Project Manager (Finance & Accounts) for Regional Project Management Unit; Guwahati on deputation /contractual basis for the North East Rural Livelihood Project (NERLP).

Application in the prescribed form (available at [www.nerlp.gov.in](http://www.nerlp.gov.in)) along with self-attested copies of certificates, mark sheets and testimonials should reach Office of the Project Director on the above address on or before **10th October,2014**.For further details, please logon to [www.nerlp.gov.in](http://www.nerlp.gov.in)

Project Director  
NERLP, Guwahati.

## Vacancy Announcement

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### 1) **Project Manager(Finance and Accounts)**

#### Eligibility and Qualifications

- Degree in Commerce with specialization in Accounts/Finance and at least 5 years' experience of working in the rank of Accounts officer/Section Officer in Government.
- Preference will be given to those having experience in working World Bank Projects.
- Willingness to accept minimum tenure of three years.
- The candidate should be proficient in English.
- Basic computer skills (MS office and e-mail usage).

#### Job Responsibilities

- Preparing accounts.
- Managing payroll.
- Contributing to the development and maintenance of financial systems and processes.
- Providing advice and information to the Project Director.
- Controlling budgets.
- Ensuring all financial regulations is adhered to.

#### Remuneration

- Individuals appointed on contractual basis will be paid remuneration as under  
Project Manager : ₹.40,000/- per month (Consolidated)
- For employees of Central Government/ State Government/PSUs etc. (on deputation) the pay, allowances etc. will be paid as per the relevant Government rules.

**Note : Job responsibilities given are only illustrative.**

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