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**North East Livelihood Promotion Society**

Ministry of DoNER, Govt. of India

House No.102, Dilip Huzuri Path,  
GS Road, Guwahati – 781006

Dated: 04/05/2016

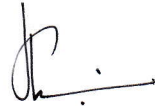
**Vacancy Announcement**

Applications are invited one post of Coordinator (M&E) at District Project Management Unit, West Tripura at Agartala (DPMU) on contractual basis in North East Rural Livelihood Project (NERLP).

Application in prescribed format (available at [www.nerlp.gov.in](http://www.nerlp.gov.in)) along with attested copies of certificates, mark sheets and testimonials should reach the undermentioned address on or before **16/05/2016**.

Office of the District Project Management Unit, North East Rural Livelihood Project,  
Joy Guru Bus Stand, Dhaleswar, Agartala, West Tripura, Pincode-799007

For further details, please logon to [www.nerlp.gov.in](http://www.nerlp.gov.in)



Project Director,  
NERLP, Guwahati.

**Post : Coordinator, Monitoring and Evaluation**

**Eligibility and Qualification:**

- Should have **Post Graduate** degree from a recognized University / Institutions in Statistics/ Agri Statistics/ Economics / Agricultural Economics or related fields.
- For those serving in Central Govt / State Govt / PSUs / Autonomous Bodies requisite experience will be judged
- Experience of working for 3 years in the field of monitoring and evaluation in any externally aided project.
- Experience in the field of participatory monitoring is essential
- Experience of designing, managing and implementing multidisciplinary and results based M & E system is desirable.

**Other essentials:**

- Has to compulsorily travel frequently to the project areas which are rural and remote and be willing for night stays
- Ability to empathize with the rural poor & have lateral communication with them
- Apart from expertise in computer skills, he should have analytical skills on evaluation of project interventions
- Capable of working individually and as a part of team.
- Must have strong writing and public presentation skills
- Should have ability to analyze quantitative and qualitative data
- Should know local dialect of the respective States
- Willingness to accept a minimum tenure of three years

**Job Responsibilities:**

- Provide technical assistance ,guidance and training to facilitating teams of the project
- Conduct self assessment and building the capacity in the areas of monitoring and evaluation including development of indicators , data collection, analysis and interpretation of data
- Develop and integrate the M & E plan with performance monitoring indicators
- Collect information for overall project performance monitoring and reporting
- Implement M& E system that will track and monitor project progress
- Ensure that standardized M& E system operates efficiently throughout the project areas
- Routinely review and analyze project site monitoring data
- Provide periodic information for project management and reporting purposes
- Document results and “ lessons learned” to help improve and fine tune project implementation
- S/he will ensure that feedback is provided to all relevant stakeholder /partners
- Any other task assigned by DPM that would contribute to the realization of project objectives.

**Remuneration**

- Individuals appointed on contractual basis will be paid remuneration as under

Coordinator : ₹.30,000/-\* per month.  
\*Excluding applicable project allowances

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