

No.PD/NERLP/2012-13/158/Pt-III/Sikkim/Vol-II/288
North East Livelihood Promotion Society
Ministry of DoNER, Govt. of India

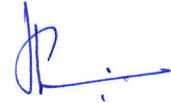
House No.102, Dilip Huzuri Path,
GS Road, Guwahati – 781006
Dated: 31/05/2016

Vacancy Announcement

North East Livelihood Promotion Society invites application for one post of **Coordinator (Micro Finance)** in District Project Management Unit (DPMU), South Sikkim, Jorathang on contractual terms for North East Rural Livelihood Project (NERLP).

Application in prescribed format (available at www.nerlp.gov.in) along with self-attested copies of certificates, mark sheets and testimonials should reach the Office of the District Project Management Unit, North East Rural Livelihood Project, 1st Floor, C N Sherpa Building (below telephone exchange), Jorethang, South Sikkim, Pin-737121. The last date of receipt of application is **20-06-2016**.

For further details, please logon to www.nerlp.gov.in



**Project Director,
NERLP, Guwahati.**

Post : Coordinator, Micro Finance

Eligibility and Qualification:

- Should have **Post Graduate** degree from a recognized University / Institutions in Economics /Commerce/Agril Economics and related fields.
- For those serving in Central Govt / State Govt / PSUs/ Autonomous Bodies requisite experience in the field and NE region will be judged.
- Minimum of three years' experience in Micro finance or in related fields

Other Essentials:

- Frequent and extensive travel to the project areas which are rural and remote and be willing for night stays.
- Ability to empathize with the rural poor, lateral communication with them.
- Expertise in computer skills.
- Good Communication skills
- Ability to organize training programmes for strengthening and capacity building of SHGs.
- Should know local dialect of the respective States

Job Responsibilities:

- Capacity building of SHGs and all other matters relating to the strengthening of SHGs through microfinance;
- Strengthening Capacity of SHGs particularly in the areas of Financial Management including Book Keeping and Financial Decision making;
- Grading & Rating SHGs with constant follow up actions to improve their standard to meet the requirements of formal Financial Institutions
- Establishing Micro Finance Linkage between SHGs and formal Financial Institutions;
- Capacity Building Training to NGOs/SHGs to manage internal saving and external credit including basic institutional management of SHGs;
- Enhancing Capability of NGO/SHGs/Members in micro business enterprise;
- Coordination among Financial Institutions, NGOs, SHGs in organizing various training and exposure Programme;
- 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 (Consolidated)
exclusive of other applicable project allowances.

Note : Job responsibilities given are only illustrative.
