

No.PD/NERLP/2016-17/695/  
**North East Livelihood Promotion Society**  
Ministry of DoNER, Govt of India.

**Regional Project Management Unit**  
House No.102, Dilip Huzuri Path  
Guwahati-781006(Assam)  
Date: 24.04.2017

**Vacancy Announcement**


Applications are invited for the under mentioned posts in District Project Management Units (DPMU) of Sikkim on Contractual terms for North East Rural Livelihood Project (NERLP):-

Sl.No	Name of the Post	Sikkim		Monthly Remuneration
		South Sikkim	West Sikkim	
1	Co-ordinator(M & E)	1 no.	-	Rs.30,000/- p.m.
2	Driver	-	1 no.	Rs.11,700/- p.m.

Interested applicants may mail their application in prescribed format (available at [www.nerlp.gov.in](http://www.nerlp.gov.in)) with self attested copies of certificates, mark sheets and other testimonials to [hr.nelaps@gmail.com](mailto:hr.nelaps@gmail.com) or should reach to the under mentioned address on or before **15.05.2017**.

1. District Project Management Unit, North East Rural Livelihood Project, 1st floor, C.N.Sherpa Building, Below Telephone Exchange, Jorethang, South Sikkim - 737121.
2. District Project Management Unit, North East Rural Livelihood Project. C/o- Roshan Agarwal Building, Above Community Centre, 2nd floor, Gyalshing Bazaar, Gyalshing, West Sikkim- 737111.

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

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.

**Post: Driver**

Eligibility and Qualification

- ₹Having valid Driving license from Govt MVI department
- Having experience of driving 4 wheeled vehicles for 4-5 years in hilly terrains
- Should be energetic with a pleasant personality

Remuneration

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

Coordinator : ₹.30,000/-\* per month.

Driver : ₹.11,700/-\* per month.

\*Excluding applicable project allowances

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