

No. PD/NERLP/2016-17/695/989
North East Livelihood Promotion Society
Ministry of DoNER, Govt. of India

Regional Project Management Unit
House No.102, Dilip Huzuri Path,
GS Road, Guwahati – 781006
Dated: 01/03/2017

Vacancy Announcement

Applications are invited for one post of **Coordinator(M&E)** in District Project Management Unit(DPMU) at **Tuensang** on contractual terms for North East Rural Livelihood Project (NERLP).

Interested applicants may mail their application in prescribed format (available at www.nerlp.gov.in) with self-attested copies of certificates, mark sheets and testimonials hr.nelps@gmail.com. The last date of receipt of application is **21-03-2017**.

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



**Project Director,
NERLP, Guwahati.**

Memo No.PD/NERLP/2016-17/695/ , dated. 01/03/2017

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.

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.
